MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

Basil G. Meserve assumed his duties as Senior Master Seventh Month 1, 1950. He shared the responsibilities for summer work and gave his attention to the multiplicity of detail incident to the opening of School.

The new year which opened formally Ninth Month 20, has begun satisfactorily. Such modifications as have been made in the accustomed procedures have worked out well, and it is the consensus that the change in administration has taken place very smoothly.

Oliver J. B. Henderson, after thirty-six years of teaching and administrative work, was in charge this summer of an antique shop owned by one of his friends in Wakefield, Rhode Island. It apparently has been a very happy experience for him and he, too, has made his adjustments to the change most pleasantly.

The enrollment for this year is almost exactly the same as a year ago:

	House	Day	Total
Upper School	70 +1	147 +1	217 +2
Lower School	5	165 +3	170 +3
Total	75 +1	312 +4	387 +5

There were many candidates who could not be accepted for the two upper Forms, and there was a slight falling off of inquiries for the lower Forms of the Upper School. The Pre-Primary, which numbered twelve last year, is at capacity of twenty this year, and it was not possible to accept a number of qualified applicants. Only a few places remain in next year's Pre-Primary Class.

Requests for scholarship and financial aid remain approximately at last year's level, although considerable effort has been made to reduce this item. There are twelve Friends enrolled. It is the policy of the School to accept Friends for whatever their parents are able to pay. As a matter of information it may interest the Committee to know that for this year's group of twelve Friends the normal charge for board and tuition and for tuition is $10,475. The School expects to receive for these children $4840. Hence the School's contribution will be $5635, a portion of which is covered by income from scholarship funds especially earmarked for Friends' children.

10/3/50-2

MOSES BROWN SCHOOL
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Staff - There are three new teachers in the Upper School and three new assistants in the Lower School.

Ralph W. Lamont will teach English. He is a graduate of Tufts College. For seventeen years he was head of the English Department at the Collegiate School in New York, and more recently was associated with the Kingswood School and as a supervisor of remedial work at Choate and Loomis.

Scott T. Pike, a graduate of Middlebury College, will also teach English. He has had teaching experience at the Clark School.

Dwight E. Knox, a recent graduate of the University of New Hampshire, is teaching Biology and Geography.

Mrs. Florence S. Cullen, who for several years has taught full time in the upper intermediate grades, has become room teacher for the Third Intermediate, replacing Mrs. Barbara O'Donnell, who has moved away from the city.

Mrs. Eleanore B. Monahon, formerly a part-time teacher in the Upper School, has become an assistant in the intermediate grades. The new Lower School assistants are:
I & II Intermediate - Patricia Jensen - Colby College
I Primary - Mrs. Suzanne Shanahan - Wheelock College
Pre-Primary - Mrs. Phyllis H. McDevitt - Wheelock College.

Change in Weekly Grades - There is one change of note in the school procedure for this year. Over a long period, perhaps three decades, Moses Brown has had a weekly report of school grades. These have been used for guidance, to determine attendance at Saturday morning classes, and as a basis for many privileges.

The system has had very real advantages. On the other hand, it has tended to stress marks as such, and to emphasize the short-term rather than long-term results, and even to modify classroom methods to a degree.

Under the new arrangement teachers will turn in grades at the end of each Period and at the Mid-Period. Attendance at the Saturday morning classes and for other special help periods will be on a broader basis. Privileges, free week ends, etc. will still be partially contingent on the quality of the school work. It is hoped that this change will shift the emphasis somewhat from grades to quality of work. There is a difference.

10/3/50-3

A change has been made, also, in the administration of the so-called "demerit" system. Demerits will now be used only for a limited number of purely routine matters such as lateness. All other disciplinary problems will be treated on a strictly individual basis. Again, this is a change of emphasis and we believe will be more helpful to the students.

It is proposed to continue this year our study of the over-all school activities to see if it is possible, within the limits of our plant, to work out a more satisfactory schedule of the school day. This study will involve also a careful consideration of the present curriculum.

Moses Brown should have some additional classroom space and a good working library. The latter could be provided at a relatively moderate cost by remodeling certain present classrooms if we had a sufficient number of new classrooms. The need, therefore, is for an additional classroom wing or a new classroom building. This is a matter to which frequent reference has been made over the years, and it is hoped that some way may be found to solve this problem.

At the Commencement Exercises in Sixth Month, a class of forty-four was graduated. Of this number, thirty-six entered the colleges which they had indicated as first choices. Of the others, all but one have gone on to higher institutions. This boy was accepted by his college but is working a year for financial reasons.

During the summer the School gave permission for the use of its athletic fields for softball games by the Girls' City Club, the Young Women's Christian Association, and three groups of young business men. This is a service which makes a contribution to the community and is very much appreciated by those who participate.

Just before the opening of School in Ninth Month, a three-day conference of workers of the New York Yearly Meetings and the New England Yearly Meeting was held at Moses Brown. It was a most successful conference and those of us at School enjoyed our visitors, some of whom had not been in Providence before.

From Ninth Month 6 to 9, Basil G. Meserve and J. Drisko Allen, head of the Lower School, represented the School at a conference of the Society of Friends on Friends' Education at Pendle Hill. This was for them a rewarding experience.

For the last three or four years Moses Brown and Lincoln Schools have held each year one or more joint faculty meetings.

10/3/50-4

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

This year, on Tenth Month 2, in Alumni Hall, Henry J. Cadbury led a discussion on Quaker Education.

The Parents Council has continued its program of exchange and sale of clothes and athletic equipment.

The annual teas for parents have been moved forward four weeks, and will be held on the fourth and fifth of Tenth Month. It is hoped that this change will provide more social and less professional opportunities for parents and teachers. We should welcome any members of the Committee who can come in either or both days.

Summer Work - At its meeting on Sixth Month 22, 1950, the Executive Committee gave final approval to convert the boiler room from coal to oil-burning equipment, and a contract was made with Lincoln and Lane for the installation at $6750. This work has been completed and one boiler is in use.

It is of interest in this connection that during the summer the Smoke Abatement Commission in Providence ruled that hand-fired, soft coal equipment was no longer permissible in the city.

The change back to oil should result in some saving in cost of fuel. It should also result in substantial saving for labor. It is still necessary to have three shifts of licensed firemen, but with the present equipment these men have been assigned other work. Some wages have been increased slightly, but the outside staff has been reduced by one man.

When the new equipment was connected with the storage tank, it was found that the old heater for the oil had outlived its usefulness. This and the lines connecting the tank with the boiler room were replaced by new material.

A considerable number of steam traps in the main building and gymnasium were also replaced, and we are going over the whole system tightening up and replacing worn-out units. For many years it has been necessary to draw off in the basemant of the Lower School the accumulated condensation in the return pipes, as the vacuum has not been adequate to lift the water out of this low point in the lines. A small automatic electric pump has been installed in the basement of the Upper School to relieve this condition. The cost of this additional work probably will be in the nieghborhood of $1000.

The other project of importance was the pointing up and the recapping of the tall chimney on the boiler room. No work

had been done on this for many years. The Midair Construction Company took the contract at $1190. Actually they did more work than their contract called for, and gave us a finished job.

Excepting for papering and painting in the dormitory rooms, all the other summer work was carried on by our regular staff. There was a substantial amount of painting and refinishing. Even the furniture repairing has been done by one of our own skilled men, including the refinishing of all desk tops in the Study Hall. Under the new arrangement it is the expectation that much of our routine maintenance can be carried on during the school year, and thus avoid the necessity of engaging extra help excepting for major work.

Finances - At the beginning of last year, with a substantial deficit in prospect, the tentative budget was reduced to the lowest possible figure consonant with proper operation. The actual expenditures were $778 under the budgeted figure and our income showed an increase of nearly $6,000. The anticipated loss, $16,092 (including $6,000 set aside for pensions), was reduced to $10,041.

Prospects for this year appear to be rather better. It must be recognized, however, that we face constantly increasing costs in material and labor. Unless the inflationary tendencies in existence all about us are checked in the near future, an adjustment in wages and salaries will have to be given serious consideration.

It is recommended that our usual procedure be followed with respect to the budget this year, and the matter be referred to the Executive or Finance Committee with power.

Walter R. Jones Estate - Gertrude R. Jones, Walter Jones' widow, died about the first of Eighth Month, 1950. When the conservator informed our attorney of the death, he requested $300 from the estate for funeral expenses. The Headmaster authorized this, believing that such a request could not properly be refused.

There has as yet been no decision with respect to the disposition of the surplus in the hands of the trustee. James W. Carpenter, our attorney in Hartford, has expressed the hope that the question can be submitted direct to the high court in Connecticut without going through preliminary court action. The Committee will recall that the Hartford National Bank and Trust Company has asked for an opinion concerning accumulating surplus for which no provision was made in the will.

10/3/50-6

Islesboro - Moses Brown at Grindle Point was not operated this summer, as there was not sufficient enrollment to cover the cost of operation. The property is in excellent condition. David Smith, who has represented us at Islesboro, died during the winter, and an arrangement has been made with the next-door neighbor to look after the house. The payment for this service is nominal, and he is very much interested as a neighbor as well as an employee.

For the second time in this school generation we are beginning a new year at a period of world tension. There is no real security in the world about us. These young people must learn that they can find security only within themselves. Only as they build character, develop the finest qualities of manhood and citizenship, and learn to use their abilities in service for others can they find lasting satisfaction. They must learn the supreme importance of the things of the spirit. For those of us who work with them in these tremendously impressionable years, it is a great responsibility and a challenge.

Respectfully submitted,

L Ralston Thomas

Headmaster

10/3/50

The regular fall meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall Tenth Month 3, 1950. Alexander C. Purdy, Clerk, called the meeting to order at 10 A.M. The following members were present: Moses Bailey, George I. Bliss, T. Dwight Boole, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Henry C. Foster, Mary Hoxie Jones, Edward L. Macomber, Phebe F. Perry, Thomas Perry, Jr., Alexander C. Purdy, Donald B. Snyder, Virginia Townsend, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood. Excuses for absence were received from Bruce M. Bigelow, Richard M. Gummere, Margaret G. Sisson, William Webster.

Following the roll call, the Clerk welcomed the new members of the Committee, Mary Hoxie Jones and Thomas Perry, Jr.

The Minutes of the meeting held Sixth Month 22nd at Andover were approved as circulated.

Frances E. Wheeler reported for the Nominating Committee, submitting a slate of officers and committees for the year 1950-51. It was suggested that the name of George I. Bliss be added to the Executive Committee. This was done, and general approval was given to the following appointments:

Clerk: Donald B. Snyder
Recording Clerk: L. Ralston Thomas
Executive Committee: Donald B. Snyder, Bruce M. Bigelow, Edith L. Buffum, Alexander C. Purdy, Margaret G. Sisson, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, and George I. Bliss.
Trustees of Lincoln School: Moses Bailey, Edith L. Buffum, Ruth C. Burgess, Mary Hoxie Jones, Edward L. Macomber, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, L. Ralston Thomas, Virginia Townsend, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins.
Finance Committee: Walter H. Wood, Henry C. Foster, Thomas A. Tripp, Charles H. White.
Scholarship Committee: Edith L. Buffum, Frances E. Wheeler, Marion S. Cole, L. Ralston Thomas.

Speaking for the Committee, Charles H. White expressed our appreciation of the long and faithful service of Alexander C. Purdy as Clerk of this Committee. He has held this responsible position for a period of twelve years.

It was recommended and approved that a beginning should be made in four general areas: (1) the School's relationship to the Yearly Meeting; (2) relationship to the parents and friends of the School; (3) relationship to the alumni; and (4) the financial problems. The latter were referred to the Finance Committee, which was instructed to report through the Executive Committee. All members of the School Committee, excepting those on the Finance Committee were asked to communicate with Frances E. Wheeler, 180 North Main Street, Uxbridge, Massachusetts, chairman of the Nominating Committee, indicating the phase of this preliminary work in which he would be most interested. Frances E. Wheeler, with such assistance as she may require from other members of the Nominating Committee, will then make the sub-committee assignments.

A Convener will be named for each committee and it is requested that at the first meeting a chairman and a recording clerk or secretary be appointed. It will be the duty of this person to submit a written report of the sub-committee's action to the general Committee. It is urged that the sub-committees meet and preliminary reports be available before the end of Eleventh Month.

The Clerk of the School Committee is authorized to call such special meetings of the School Committee as may seem to him necessary. It is recognized that this study must inevitably extend over a considerable period but it should be begun at once.

On suitable notice the School will be glad to provide a place of meeting, meals, and overnight accommodations for any members of these committees.

Adjourned.

Recording Clerk

11/8/50

At a meeting of the Finance Committee held Eleventh Month 8, 1950 the following were present: Henry C. Foster, Charles H. White, Walter H. Wood, L. Ralston Thomas, E. Harold Jernquist.

Walter H. Wood was chosen chairman.

The Summary of Expenditures and the Budget Comparison for the period Seventh Month 1, 1950 to Ninth Month 30, 1950 and the proposed budget for 1950-51 (compared with the general income and expenditures of 1949-50) were presented for consideration.

The proposed budget for 1950-51 was approved. This shows an anticipated income of $282,230 and an anticipated expenditure, including the $6000 addition to the pension fund and $1250 for social security, of $287,685.

The Committee recommends to the Executive Committee that the $9802.06 expenditure for the oil burner installation, improvements in the heating system, and work on the chimney be paid from the Moses Brown Improvement Fund, with the understanding that any principal used should be replaced by income from the fund.

Under the amendments to the Social Security law Moses Brown School and Lincoln School are now eligible for coverage. It is recommended to the Executive Committee that both Schools make application before First Month 1st and the Schools' contribution be added to the budgets for this year. More than the required two-thirds of the employees have requested the coverage. It is necessary to file the certificate before the 1st of First Month in order to meet the minimum six quarter requirement for one member of the staff who will retire Seventh Month 1, 1952, and to take full advantage of the program for older members of the staff.

There was a general discussion of the present financial situation and the prospects for the immediate future. The School is at present operating practically at capacity. There may be some possibility of small reductions in the total of scholarship help and special arrangement. There may be some possibility of slight increases in the blanket fees to cover increased costs. It does not seem wise to consider for the present further increases in tuition or board and tuition fees. Costs will continue to rise and attention will have to be given to further wage and salary adjustments. It is the considered opinion of this committee that Moses Brown School will need an additional $10,000 per year for the current year and for the next two or three years, over and above such capital requirements as may be determined. It is recommended that there be further study to learn what the capital needs will be and what procedures may be used to accomplish our objectives.

Ralston Thomas

L. Ralston Thomas

Recording Clerk

11/28/50

A meeting of the Executive Committee of Moses Brown School was held in the Headmaster's Office at 2:00 P.M., Eleventh Month 28, 1950. The following members were present: Donald B. Snyder, Chairman, Bruce M. Bigelow, George I. Bliss, Margaret G. Sisson, Charles H. White, L. Ralston Thomas. Excuses for absence were received from: Edith L. Buffum, Alexander C. Purdy, Thomas A. Tripp, Frances E. Wheeler, and Lyra T. Wolkins.

Charles H. White presented the report of the Finance Committee. The specific recommendations were considered in the following order:

1) The $9,802.06 expenditure for the oil burner installation, improvements in the heating system, and work on the chimney, should be paid from the Moses Brown Improvement Fund, with the understanding that any principal used should be replaced by income from the Fund.

This was approved.

2) Under the amendments to the Social Security Law, Moses Brown School and Lincoln School are now eligible for coverage. More than the required two-thirds of the employees have requested the coverage and it is necessary to file the certificate before the first of First Month in order to take full advantage of the program for older members of the staff. It is recommended that both Schools make application before First Month 1st and the Schools' contribution of 1½% be added to the budget for this year. This is supplementary to the Schools' pension program.

This was approved.

3) The proposed budget for the fiscal year, Seventh Month 1st, 1950-Sixth Month 30th, 1951, shows an anticipated income of $282,230. and anticipated expenditures, including an addition to the Pension Fund of $6,000. and estimated Social Security Tax of $1,250., of $287,685., indicating a probable excess of expenditures over income of $5,455. This budget was approved.

There was a general discussion of the present financial situation and the prospects for the immediate future. The Finance Committee pointed out that the School is at present operating practically at capacity, that material costs will

continue to increase, and that attention will have to be given to further wage and salary adjustment. It was the opinion of the Finance Committee that Moses Brown School will need an additional $10,000. per year for the current year and for the next two or three years. The Executive Committee recognizes these facts and there was general discussion of ways and means to meet the situation. It was agreed, however, to recommend no specific action until later, when the reports of the various sub-committees have been considered by the School Committee.

The meeting adjourned at 3:40 subject to the call of the Chairman.

L Ralston Thomas

Recording Clerk

1/12/51

A meeting of the Executive Committee of Moses Brown School was held in the Headmaster's Office at 4:00 P.M. First Month 12, 1951. Donald B. Snyder, Chairman, Bruce M. Bigelow, Thomas A. Tripp, Charles H. White and L. Ralston Thomas were present. Excuses for absence were received from George I. Bliss, Edith L. Buffum, Alexander C. Purdy, Margaret G. Sisson, Frances E. Wheeler and Lyra T. Wolkins.

It was reported that formal application for participation in the Social Security Program had been made previous to the first of the year for nearly one hundred per cent of the employees of the School.

The statement of income and expense compared with the budget for the period Seventh Month 1, 1950--Twelfth Month 31, 1950, and the Cash Account for the same period, were presented. To date the experience with the present budget has been very satisfactory.

After a thorough discussion of the whole situation, it was decided to increase the rates for tuition, board and tuition, and blanket fees for the academic year 1951-52 as follows:

Day Pupils:

Tuition

Pre-Primary Class	from $225. to $250.
Primary Grade I	from $300. to $325.
Primary Grades II and III	from $350. to $400.
Intermediate Grades (I,II,III,IV)	from $425. to $475.
Upper School	from $550.to $575.

Resident Pupils:

Board and Tuition	from $1400. to $1500.

Blanket fee (see catalogue)

Pre-Primary Grade	from $10. to $15.
Primary Grades	from $5. to $10.
Intermediate Grades	from $12.50 to $15.
Upper School	from $25. to $35.

In addition, it is proposed to make the following statement as

a footnote on the page of Expenses in the catalogue: "Upon reasonable notice these charges are subject to adjustment in accordance with changing costs of operation." It is not possible to foresee where the present inflationary trend will lead us. Such a statement will at least provide an opening if it becomes necessary to reconsider this matter.

Approval was given also to at least a token increase in salaries. The Executive Committee is fully aware of the need and recognizes the inadequacy of what it is able to do within the limits of its budget. It was recommended that in making faculty arrangements for next year, the Headmaster use as a general guide a five per cent increase, with a maximum of $200.

The present automobile used by the School and the Headmaster is a ten-year-old Buick (41-41). In view of the condition of this car and the automobile market, it was recommended that the School purchase immediately a 1950 Pontiac Sedan (new) which is available. This was approved. An allowance of approximately $400 will be made for the Buick, reducing the cost of the new car to $2100. A recent gift of Mr. Levinger's, $500, will be applied to this.

Nearly twenty-five years ago the School Committee agreed to provide the Monthly Meeting with sufficient land on the School grounds for a Meeting House. This question is again under discussion. The Headmaster has been directed to ask the School Committee at its next meeting if it would be willing to make land available for this purpose, should the Meeting decide to build here.

Adjourned.

Recording Clerk

Primary Grades II and III	from $350. to $400.
Intermediate Grades (I,II,III,IV)	from $425. to $475.
Upper School	from $550. to $600.

Resident Pupils:

Board and Tuition	from $1400. to $1500.

Blanket Fee

Pre-Primary Grade	from $10. to $15.
Primary Grades	from $5. to $10.
Intermediate Grades	from $12.50 to $15.
Upper School	from $25. to $35.

The action of the Executive Committees in this matter was formally approved.

The Providence Monthly Meeting of Friends is giving consideration to the possibility of disposing of the Meeting House property on North Main Street and erecting a suitable meeting house on the School grounds. Should the Meeting decide in favor of such a move, they ask whether the School Committee would be willing to make land available for this purpose. Following the presentation of this request there was a general discussion of the matter. The Committee was favorably disposed and there were expressions of interest and willingness to cooperate in this project. There are obviously many details which would have to be decided upon before final approval could be given, in order that over the years such an arrangement might work out to the satisfaction of the School and the Meeting. The Clerk was directed to name a committee of three to work with the local group and to report later.

The following dates for the meetings of this Committee for the balance of the year were fixed:

1) Fifth Month 1st at 10 A.M., Moses Brown School. On this date the Committee will plan to meet from ten until twelve in the morning, and from one to three in the afternoon.

2) In Sixth Month during Yearly Meeting at Andover, at

a time and place to be fixed by the Calendar Committee.

3) In Tenth Month on the 2nd at 10 A.M., at Moses Brown School.

In introducing the reports of the sub-committees which were appointed at the meeting in Tenth Month, the Clerk, Donald F. Snyder, expressed his appreciation of the full attendance at the meetings and the very substantial amount of time given by many of the members in the consideration of the problems assigned to them. It was pointed out by others that Donald Snyder had himself been present at the meetings of all the sub-committees.

The Committee on the Relationship of the Yearly Meeting Schools to the Yearly Meeting presented a written summary of their discussions. It was directed that this material, with certain modifications, should be sent to those not present at this meeting. Alexander C. Purdy reviewed the work of the Committee and an interesting and lively discussion followed.

With respect to the first specific suggestion of the sub-committee it was decided that probably it would not be feasible to plan for an evening at Yearly Meeting this year for a speaker or other program on education, or for a discussion of Friends' schools in general. It was agreed, however, that it would be advantageous to make a change this year in the method of presenting the reports of the Committee on Moses Brown School and Lincoln School. There was general approval of the idea that possibly three or four members of this committee, including the Clerk, should each speak briefly (five minutes) on some aspect of the School. The heads of the Schools would "sit quietly in the audience but be prepared to answer any questions" and would present brief formal reports for printing.

The Committee was united, also, in approving the recommendation that a booklet about the Schools be prepared for distribution to the heads of all families in the Yearly Meeting. The further recommendations as to the content of the booklet were not discussed in detail although there seemed to be general agreement on them. The Clerk was directed to name a "Publication and Yearly Meeting Committee" to work with him and the School heads in carrying

(A) Following 3/16/51-M4

On Sunday, March 11, 1951, at 9 A.M. in the Headmaster's Office, Moses Brown School, there was a meeting of the committees representing the Providence Monthly Meeting (Building Committee) and the Committee on Moses Brown School (members designated by the Clerk). There were present Philip C. Gifford, John Kellem, Alexander C. Purdy, Ralph Smith, L. Ralston Thomas, Charles H. White, Edward A. White.

This group was unanimous in its agreement on the site for the proposed Meeting House. After viewing the location, it recommends the parcel of land on Olney Street from Morris Avenue to the Tilley property (Wetherald), approximately 210 feet on Olney Street, the depth to be determined. The Tilley property is approximately 100 feet in depth from Olney Street.

It was the opinion of this joint committee that the land should be transferred by legal agreement rather than by deed; that the agreement should cover:

A - In case of discontinuance of the Meeting, or of the Meeting's leaving the New England Yearly Meeting, the property should revert to the School.

B - In case the School is discontinued, the land is to be deeded to the Monthly Meeting.

The two organizations (the School and the Meeting) should each be independent of the other. It is believed that both will benefit by the proximity of the other, and there will be, no doubt, close co-operation, but each should be organically independent.

C - Specific approval by the Monthly Meeting and by the School Committee must be given any agreement before it becomes effective, and such agreement should also be approved by the Permanent Board of the Yearly Meeting, in order that it may be a matter of Yearly Meeting record."

a deed; i.e. "a clear title to the trust [illegible]
nominal sum." The suggested "Agreement of Trust" was considered.

A meeting of the Executive Committee of Moses Brown School was held on Fourth Month 24, 1951, at 2 P.M.

There were present: Donald B. Snyder, Chairman, George I. Bliss, Edith L. Buffum, Alexander C. Purdy, Margaret G. Sisson, Thomas A. Tripp, Frances E. Wheeler. Regrets for absence were received from Bruce M. Bigelow, Charles H. White, Lyra T. Wolkins.

The following letter was received from the Providence Monthly Meeting Building Committee:

> " At the last meeting of the School Committee the need for a new meeting house site for the expanding Providence Monthly Meeting was discussed. At that time tentative approval was given to providing a suitable location on Moses Brown School property, and a sub-committee was formed to choose such a site with the Monthly Meeting Building Committee. This combined group has selected the School land fronting on Olney Street. The depth of the plot will not be decided until architects' plans are drawn and the amount of space actually needed is known. The Monthly Meeting, I might say, is enthusiastic about the choice.
>
> " The problem now arises as to how this land is to be transferred to the Monthly Meeting. The Meeting has directed the Building Committee to ask the School Committee for a clear title to the tract in return for a nominal sum. Inasmuch as the Meeting will invest practically all its assets in the new building, clear title would allow it to regain its capital funds in the unlikely event that the Meeting should wish to move again at some distant date. As an alternative proposal the land could be transferred by the Yearly Meeting from the School to the Monthly Meeting with the proviso that it be returned to the School if the Meeting is laid down or no longer desires the property. This could be done by a trust agreement inasmuch as both the School and the Meeting are under the jurisdiction of the New England Yearly Meeting. A copy of such an agreement, acceptable to the Building Committee, is enclosed.
>
> " The Building Committee wishes to express its appreciation to the School Committee for its cooperation and rapid action in joining with us in the selection of a site.
>
> (Signed) Thomas Perry, Jr.
>
> For the Providence Monthly Meeting Building Committee."

The Executive Committee was united in not favoring a deed; i.e. "a clear title to the tract in return for a nominal sum." The suggested "Agreement of Trust" was considered.

4/24/51 - E2

AGREEMENT OF TRUST

" WHEREAS, Providence Monthly Meeting of Friends desires to build a new meeting house and New England Yearly Meeting of Friends is desirous of providing a site for a meeting house on the grounds of Moses Brown School, it is therefore agreed as follows:

1. Providence Monthly Meeting of Friends shall be permitted to erect and occupy a meeting house on the following described land owned by New England Yearly Meeting of Friends:

2. Title to said meeting house, when erected, shall be held by New England Yearly Meeting of Friends subject to the trust set forth below.

3. The New England Yearly Meeting of Friends declares that it holds the above described premises in trust for the use of the Providence Monthly Meeting of Friends for meeting house purposes and for religious and social purposes connected therewith.

4. If the Providence Monthly Meeting of Friends shall be laid down, this trust shall cease and the use of the premises shall revert to Moses Brown School.

5. If Moses Brown School shall at any time be closed or shall cease to be operated by the New England Yearly Meeting of Friends, or if New England Yearly Meeting of Friends shall be laid down, the premises shall be conveyed to Providence Monthly Meeting of Friends in fee simple, free from all trusts.

6. The obligation of maintaining the premises shall be upon the Providence Monthly Meeting of Friends; said meeting shall indemnify and hold harmless New England Yearly Meeting of Friends from all liability of any kind arising from occupation and use of the premises.

7. It is agreed that if, at any time, Providence Monthly Meeting shall desire to abandon the use of said premises and carry on its activities at a new location, then the parties hereto shall enter into negotiations for the purpose of determining whether or not to sell said premises and of agreeing on a fair compensation to be paid Providence Monthly Meeting for the buildings and improvements built upon said premises by Providence Monthly Meeting."

This was acceptable to the Executive Committee but with a further condition in article 4 so that it would read: "If the Providence Monthly Meeting of Friends shall be laid down, or shall cease to be a Monthly Meeting of the New England Yearly Meeting of Friends, this trust shall cease and the use of the premises shall revert to Moses Brown School."

4/24/51 - E3

L. Ralston Thomas was directed to inform Thomas Perry and the Providence Monthly Meeting Building Committee of this decision, and to request that the agreement in final form be prepared for presentation to the School Committee at its meeting on Fifth Month 1st.

It was recommended also that the Committee on Moses Brown School and Lincoln School authorize the Executive Committee to act for it in consummating the arrangements in order that there may be no unnecessary delays.

In discussing the financial situation of the School the Headmaster reported that for the period Seventh Month 1st, 1950 to Third Month 31st, 1951 the expenditure for kitchen and dining room was $2657.59 above the amount budgeted and the income for board was $2293.79 under the amount anticipated. Excepting for these critical items the budgeted figures were working out satisfactorily.

At the meeting of the Executive Committee on First Month 12th, "It was recommended that in making faculty arrangements for next year, the Headmaster use as a guide a five per cent increase with a maximum of $200." This does not meet the situation adequately and approval was given to strike out the words "five per cent."

In discussing the proposed reorganization of the Committee on Moses Brown School and Lincoln School and improving the relations of the Schools with the parents, alumni, and community, certain fundamental principles were agreed upon:

(1) That no action should be taken that would in any manner lessen the prerogative of the Yearly Meeting.

(2) That it is equally the duty of the Yearly Meeting and the School Committee to delegate responsibility to those best qualified to serve the Schools and the Yearly Meeting.

(3) That the problem is essentially one of proper implementation of these principles.

It was agreed: (1) That the organization in effect at Lincoln School had worked to the advantage of the School and might be a satisfactory pattern for Moses Brown.

(2) That the two Schools should have similar but not necessarily identical organizations.

(3) That there should be formal statements of the organization indicating clearly the duties, responsibilities, and limitations of each of the groups: Yearly Meeting Committee,

5/1/51

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

EDWARD L. MACOMBER

Edward L. Macomber, a member of this Committee since 1912, died on Third Month 4th, 1951, of injuries suffered when he was struck by an automobile a few days earlier.

He was a graduate of Friends School in the Class of 1897, and had a vital interest in the affairs of the School throughout his life. He was for thirty-nine years a member of this Committee. He was for many years a member of the Executive Committee and its Recording Clerk. A faithful attender at all regular and special meetings, he was concerned that the Minutes and other written documents should truly reflect the thinking of the group.

Edward Macomber's father had been Town Clerk of Westport, Massachusetts, and the son followed the father in this position in 1898, continuing in this capacity until his death.

He was very much interested in all local affairs, was chairman of the Westport Republican Town Committee, an overseer and Sunday school superintendent of the Friends Meeting in Central Village, and accepted a considerable share of responsibility in Yearly Meeting affairs.

We are thankful to have had his loyal and faithful service.

Edward Macomber is survived by his son, John, also a graduate of Moses Brown, and by three daughters.

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MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

At this time each year we are always particularly concerned about the enrollment for the new term and the faculty and staff arrangements. It would appear that the increase in rates has been accepted by our patrons in good spirit. The re-registrations of present pupils and applications for new pupils compare favorably with other years, with capacity enrollments for most of the Lower School classes. There are, to date, fewer applications for boarding students in both Upper and Lower Schools than we should like, but this is not an abnormal condition. It is probable, however, that there will not be the usual number of applications for boys who are taking an additional year before going on to college. Because of the uncertainties of the draft and Universal Military Training, these boys and their parents will question the advisability of the extra year.

These uncertainties have had their effect also upon the boys in the present senior class. Most of our graduates this year will have an opportunity to go on to college, but there have been times during the winter when many of them felt they would not have this chance, and their disappointments and doubts have been reflected in their attitudes toward their school work. It has been in this respect a difficult year. Thus far only one senior boy has been drafted, but a number have had to register for the draft, and they naturally are anxious about the immediate future.

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Staff arrangements have not been completed, but there will be relatively few changes. It is possible that some of the younger men may be called up for service before another year, but this is a chance which will have to be taken.

Since the twenty-second of Second Month, Arthur W. Cate, the head of the modern language department, has been seriously ill. He was in the hospital for almost two months, and although he is now at home and making good progress, he probably will not resume his full schedule for another two or three weeks. His classes are being taught by Philip C. Huntley, who has been a teacher of language in an English school in Cairo and at the American College in Athens. We are fortunate to have obtained a capable substitute for this work.

W. Jay Kennedy, teacher of music and dormitory master, underwent an operation for a ruptured cervical disk three weeks ago. He, too, is making a good recovery, but it will be some time before he is able to assume his regular duties. Editha Thomas has taken over his credit course in music appreciation.

On Third Month first D.C.Heath and Company announced the publication of "Learning to Write, Revised," the revision, by William Paxton and Basil Meserve of the Moses Brown English department, of a well-known secondary school textbook in English composition. The work is a rewriting and complete

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reorganization of a basic text used for several years in the Fourth Form English classes. The revision, in an attractive format, contains five hundred twelve pages. It should have wide use. This work reflects credit on the authors and on the School.

Basil G. Meserve this year has also been an editor-critic of the Form Z of the English Co-operative Tests. This is the fourth time he has acted as critic for these important objective tests.

Theodore S. Whitford is this year President of the Rhode Island Chapter of the American Association of Teachers of French.

Two graduates of Moses Brown School, Ralph R. Crosby, Jr. and Norman M. Steere, were recently elected to the Cammarian Club, undergraduate governing body at Brown. Crosby was chosen President for next year. It is most unusual that two boys from the same school and the same class should be so honored.

At the Science Fair held in Providence in Fourth Month, two Moses Brown boys were among the prize winners.

Martin Cassidy of the senior class was one of thirty young scientists who attended a luncheon in Boston in Third Month as guests at the opening of the new Museum of Science. Student guests had been chosen on the basis of the regional Westinghouse Science Talent Search. Martin has been working throughout the year on a seismograph.

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Arthur Milot, also a member of the senior class, was one of four representatives of the Junior Alliance Française of Providence at the annual meeting of the Senior Alliance in New York.

The students have continued their interest in and their support of the regular school activities; the Good Will and Community Funds, American Friends Service, the Red Cross, the joint concert of the independent schools of Providence, and stage productions with Lincoln School have been most successful.

Under the supervision of Charles and Suzanne Hutton and Dwight Knox, small groups of Moses Brown boys and Lincoln girls worked, on three different occasions, on community projects outside the School. At the Natick Community Center they spent a day housecleaning, making the building more presentable and usable for community purposes. Later a group returned to this Center for a special party with the people of the community. At the Olney Street Baptist Church the work involved the clearing away of debris from the church yard. As a preliminary to these projects a meeting was held at which Miss Fish, of the Baptist State Conference, described the conditions in the communities in order that the students might understand something of the social problems involved.

Moses Brown was represented also by five boys and a master at the student religious conference held at Avon Old Farms School. The theme of the all-day meeting was "What kind

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of security can we have in times like these?" The conference, which was attended by 150 students, was a broadening experience for all. There has been this year an increased student participation in the devotional exercises at the opening of the morning school.

One of the most interesting projects this year was a driver training program provided by the Educational Division of the Atlantic Refining Company. Every one who has any responsibility for teen-age boys and girls is very much concerned by their automobile driving habits. For two weeks in Fourth Month the Atlantic Refining Company provided three dual-control cars and instructors. Boys with driver's licenses and many of the faculty were given psycho-physical (eye) tests and each one drove with an instructor who observed the driving habits and made suggestions for improvement. The Upper School boys without licenses were permitted to go along as observers. This was carried on over the two-week period with virtually no interference with the regular school program. It was a valuable experience for everyone who participated.

The Parents Council has held regular meetings throughout the year and is enthusiastic in its desire to know about the School and to support the school policies. These conferences with representative parents are always helpful and constructive. The Council, through its Executive Committee, has conducted the clothing and book exchanges, the book sale before Christmas; it cooperated with the faculty in organizing

Father and Son Day, has had prepared and distributed sports schedules for each of the seasons this year; has provided magazine covers for the Boys' Reading Room; has presented Improvement Medals for the Intermediate Classes. It is interested in the broad policies of the School as well as in the day-to-day work. It is the opinion of this group that in the long run the School would benefit by some form of representation of parents in the governing body. They are equally concerned to have a formal organization of the alumni. A committee of alumni already is working on this problem. The plans have developed much more slowly than had been hoped, but a meeting for formal organization has been called for Fifth Month 14th.

It is a satisfaction to have so many present and former patrons and former students who are vitally interested in all of the affairs of the School. With the many problems that are inevitable in a changing social situation, this support will be a great asset.

Respectfully submitted,

L Ralston Thomas

Headmaster

5/1/51

The regular spring meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall third day, Fifth Month 1, 1951. There were present: Moses Bailey, Bruce M. Bigelow, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Henry C. Foster, Mary Hoxie Jones, Thomas Perry, Jr, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Walter H. Wood. Excuses for absence were received from George I. Bliss, Phebe F. Perry, Lyra T. Wolkins. Donald B. Snyder, Clerk, presided.

The Minutes of the meeting held Second Month 6, 1951 were approved as circulated.

The sub-committee appointed by the chairman (Alexander C. Purdy, Charles H. White, L. Ralston Thomas) to consider with the representative of the Providence Meeting a possible location for a meeting house on the school grounds, made the following report:

> On Sunday, Third Month 11, 1951, at 9 A.M. in the Headmaster's Office, Moses Brown School, there was a meeting of the committees representing the Providence Monthly Meeting (Building Committee) and the Committee on Moses Brown School (members designated by the Clerk). There were present Philip C. Gifford, John Kellem, Alexander C. Purdy, Ralph Smith, L. Ralston Thomas, Charles H. White, Edward A. White.
>
> This group was unanimous in its agreement on the site for the proposed Meeting House. After viewing the location, it recommends the parcel of land on Olney Street from Morris Avenue to the Tilley property (Wetherald), approximately 210 feet on Olney Street, the depth to be determined. The Tilley property is approximately 100 feet in depth from Olney Street.
>
> It was the opinion of this joint committee that the land should be transferred by legal agreement rather than by deed; that the agreement should cover:
>
> A - In case of discontinuance of the Meeting, or of the Meeting's leaving the New England Yearly Meeting, the property should revert to the School.
>
> B - In case the School is discontinued, the land is to be deeded to the Monthly Meeting.
>
> The two organizations (the School and the Meeting) should each be independent of the other. It is believed that both will benefit by the proximity of the other, and there will be, no doubt, close cooperation, but each should be organically independent.

Agreement was reached as to satisfactory wording of the articles, and the Executive Committee is authorized to act for this Committee in completing the arrangements in order that there may be no unnecessary delay.

AGREEMENT OF TRUST

For Final Agreement see Minute 6/21/51

WHEREAS, Providence Monthly Meeting of Friends desires to build a new meeting house and New England Yearly Meeting of Friends is desirous of providing a site for a meeting house on the grounds of Moses Brown School in order to provide closer cooperation between the School and the Meeting, it is therefore agreed as follows:

1. Providence Monthly Meeting of Friends shall be permitted to erect and occupy a meeting house on the following described land owned by New England Yearly Meeting of Friends:

2. The New England Yearly Meeting of Friends declares that it holds the above described land in trust for the use of the Providence Monthly Meeting of Friends for meeting house purposes and for religious and social purposes connected therewith.

3. Title to said meeting house, when erected, shall be held by the Overseers of the Providence Monthly Meeting of Friends, a Rhode Island corporation subject to the trust set forth below.

4. If the Providence Monthly Meeting of Friends shall be laid down, or shall leave the New England Yearly Meeting of Friends, this trust shall cease and the use of the premises shall revert to the New England Yearly Meeting of Friends.

5. If Moses Brown School shall at any time be closed or shall cease to be operated by the New England Yearly Meeting of Friends, or if the New England Yearly Meeting of Friends shall be laid down, the described land shall be conveyed to said overseers of the Providence Monthly Meeting of Friends in fee simple, free from all trusts, and this trust shall thereupon terminate as to all buildings on said land.

6. The obligation of maintaining the premises shall be upon the Providence Monthly Meeting of Friends; said meeting shall indemnify and hold harmless New England Yearly Meeting of Friends from all liability of any kind arising from occupation and use of the premises.

7. It is agreed that if, at any time, Providence Monthly Meeting shall desire to abandon the use of said premises and carry on its activities at a new location, then the parties hereto shall enter into negotiations for the purpose of determining whether or not to sell said premises and of agreeing on a fair compensation to be paid Providence Monthly Meeting for the buildings and improvements built upon said premises by Providence Monthly Meeting.

"It was agreed: (1) That the organization in effect at Lincoln School had worked to the advantage of the School and might be a satisfactory pattern for Moses Brown.

(2) That the two Schools should have similar but not necessarily identical organizations.

(3) That there should be formal statements of the organization indicating clearly the duties, responsibilities, and limitations of each of the groups: Yearly Meeting Committee, Trustees (or whatever name may be given), and Executive Committee.

" It appears that the Committee on Moses Brown School and Lincoln School has the authority to take whatever steps seem to it proper but that the Yearly Meeting should be informed promptly.

" The chairman was asked to present this matter for the consideration of the School Committee at its meeting on Fifth Month 1st and to prepare a chart which would give an outline of the proposed reorganization. (This would be a modification of the chart considered in the discussion today.) "

There followed a discussion of the whole problem as it relates to the Yearly Meeting and to the two Schools. The Committee appeared united in its thinking but it was recognized that there would be considerable difficulty in making a statement of policy which would be clear to the Yearly Meeting and to the parents, alumni, and friends of the School. It was decided that the responsibility for formulating a statement would rest with the Executive Committee, which would invite any other School Committee members at Yearly Meeting to a meeting or meetings which the Chairman would call for this purpose.

With respect to reports of the Schools at Yearly Meeting, the Headmaster and Headmistress were directed to make brief reports for the published Yearly Meeting Minutes and the Chairman, Donald B. Snyder, was authorized to arrange the program for the Committee report for the session of the Yearly Meeting when the Schools are under consideration.

The meeting adjourned at 3:15 P.M.

L Ralston Thomas

(Signed) L. Ralston Thomas

Recording Clerk

6/12/51

A meeting of the Executive Committee of Moses Brown School was held Sixth Month 12, 1951. The meeting was called to order by the Chairman at 3 p.m. The following members were present: Donald B. Snyder, Chairman, Bruce M. Bigelow, George I. Bliss, Margaret G. Sisson, L. Ralston Thomas, Thomas A. Tripp, Frances E. Wheeler, Charles H. White. Excuses for absence were received from Edith L. Buffum, Alexander C. Purdy, and Lyra T. Wolkins.

The Headmaster reported that it is proposed to undertake no major improvement of any kind this summer. There will be the usual routine maintenance, papering, painting, general repair, etc. The Committee approved the painting of the Study Hall and the painting of the Paxton-Howe house on the basis of competitive bids. All the summer work will be kept to a minimum consistent with proper maintenance of the property.

In connection with the summer program, the following minute was specifically approved: "We hereby authorize the Headmaster of Moses Brown School to borrow from the New England Yearly Meeting of Friends Board of Managers of Investments and Permanent Funds such sums not exceeding $25,000 as may be needed for summer expenses."

Walter R. Jones Estate

The decision of the court with respect to the surplus in this fund was reported. The court decided four to one "that the testator had no intention that the excess of income should become intestate" and consequently the excess income will go ultimately to the Yearly Meeting for Moses Brown School. The following letter of June 1 from Mr. James W. Carpenter of Day, Berry & Howard concerning the fees in this case was read:

"The application of the trustee to secure a judgment in the Superior Court in accordance with the opinion of the Supreme Court and to fix the fees and expenses of the parties will be heard by the court a week from today.

"At a conference between the attorneys for all of the parties the following fees were agreed upon subject to your approval:

To the Trust Company	$1,500.00
To ourselves	4,700.00
To the attorneys for Ethel Jones	3,250.00
To the administrator of the estate of Gertrude Jones	500.00

Since my letter of May 9th, I fixed our fee at $4,700.00 rather than $5,000.00 in view of the fact that you had given us a retainer of $300.00.

The expenses of the parties are as follows:

The Trustee	$201.36
Ours	88.44
Ethel Jones' attorneys	139.21

I am convinced that all of the aforesaid fees are reasonable and if they meet with your approval we will proceed accordingly.

Very truly yours,

(signed) James W. Carpenter"

The Headmaster was directed to refer this question to Mr. William H. Edwards for an opinion as to the "appropriateness" of these fees and to report his decision to Mr. Carpenter as the opinion of the Committee.

There was a brief discussion of the School report to the Yearly Meeting and the nature of the Committee report during the Yearly Meeting session.

Providence Monthly Meeting of Friends Proposed Meeting House

Charles H. White and L. Ralston Thomas reported on the discussions which had been held with the Providence Monthly Meeting Building Committee. There apparently had been a misunderstanding on the part of the Building Committee as to the depth of land from Olney Street which might be available to the Meeting for building purposes. As a result, the architect had planned the building to face on Morris Avenue with the long axis parallel to Morris. At the meeting on Sixth Month 11 between representatives of Moses Brown Executive Committee and the Building Committee, several members indicated their willing-

ness to accept as adequate a plot 140 feet on Morris Avenue, that is, north and south, with a depth of 100 feet east. After considerable discussion, the Committee expressed itself as agreeable to this arrangement and the Headmaster was directed to inform the Chairman of the Building Committee of our approval. It is understood that a qualified surveyor will be engaged by the Meeting, that boundary stones will be set and that an accurate description of this plot will be entered in the agreement.

It was recommended also that a change of wording be made in the agreement so that it will read:

> "Whereas Providence Monthly Meeting of Friends desires to build a new meeting house and New England Yearly Meeting of Friends is desirous of providing a site for the meeting house on the grounds of Moses Brown School, in order to further facilitate the close cooperation between the two Yearly Meeting schools and Providence Monthly Meeting, it is therefore agreed as follows:"

For Final Agreement see Minutes 6/21/51

This Committee recommends also that the agreement be prepared for presentation to the Permanent Board at its meeting before Yearly Meeting and that the Permanent Board be requested to designate as signers for the Yearly Meeting the Clerk of the School Committee, Donald B. Snyder, and the Treasurer of the Yearly Meeting, Ernest Ainsworth.

Adjourned at 5:15 p.m.

L Ralston Thomas
Recording Clerk

YM-51-1

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the New England Yearly Meeting of Friends
the School Committee presents its 132nd annual report

MOSES BROWN SCHOOL

At the fall meeting of the Committee in Tenth Month, Alexander C. Purdy retired as Clerk of the Committee and Donald B. Snyder was appointed to succeed him. Alexander Purdy held this responsible position for twelve years. The Committee wishes to express its appreciation of his long and faithful service to it and to the Yearly Meeting. We are happy that he will continue as a member of the Committee and as School Minister. Under Donald Snyder we are sure of a continuation of forward-looking leadership.

There were enrolled this year 392 boys. The registration was divided as follows:

Upper School - 219, with 71 in residence
Lower School - 173, with 5 in residence

Almost all grades throughout the School were at capacity.

During the summer, in addition to the routine maintenance of the physical plant, there was one important improvement. The Committee was already considering the advisability of converting the boiler room from coal to oil-burning equipment when the Smoke Abatement Commission in Providence ruled that hand-fired soft coal equipment was no longer permissible in the city. The change-over was made, therefore, to an automatic oil-burning installation under both boilers. This has resulted in some saving in the cost

of fuel and substantial saving in labor. It is still necessary to have three shifts of licensed firemen, but with the present equipment these men have been assigned to other work as well as the supervision of the boiler room.

The power house stack was pointed up and recapped and the whole heating system carefully surveyed and improved, traps and other heating units being replaced where necessary.

Just before the opening of school in Ninth Month, a three-day conference of workers of the New York Yearly Meetings and the New England Yearly Meeting was held at Moses Brown. It was a most successful conference and those of us at the School enjoyed our visitors, some of whom had not been in Providence before.

In Ninth Month Basil G. Meserve, Senior Master, and J. Drisko Allen, head of the Lower School, represented the School at a conference on Friends' education at Pendle Hill.

For the last three or four years Moses Brown and Lincoln Schools have held each year one or more joint faculty meetings. This year, on Tenth Month second, in Alumni Hall, Henry J. Cadbury lead a discussion on Quaker Education. William W. Comfort spoke at a later joint meeting at Lincoln.

The students have continued their interest in and their support of the regular school activities. The Good Will Fund and Community Fund, the American Friends Service Committee,

the Red Cross, the joint concert of the independent schools of Providence, the stage productions of Lincoln School and Moses Brown have all been most successful.

Under the supervision of Charles and Suzanne Hutton and Dwight Knox, small groups of Moses Brown boys and Lincoln girls on four different occasions have worked on community projects outside the School.

Moses Brown was represented also at the Student Religious Conference held at Avon, Old Farms School, the theme of the meeting being "What kind of security can we have in times like these?"

There has been this year an increased student participation in the devotional exercises at the opening of the school day. We have been fortunate also in our visiting speakers, among whom was Russell D. Brooks, who gave two talks to the Upper School boys on Quaker faith and practice. Later he arranged for Gilbert Kilpack of Pendle Hill to speak to this group. Religious leaders in the community have been most generous in coming to the School for the opening exercises.

One of the most interesting projects this year was the Driver Training Program provided by the Education Division of the Atlantic Refining Company. Everyone who has any responsibility for teen-age boys and girls is very much concerned by their automobile driving habits. For two weeks in Fourth Month the company provided three dual control cars and instructors. Every boy with a driver's license and many of the faculty were given

psycho-physical tests and drove with an instrudor who observed the driving habits and made suggestions for improvement. It was a valuable experience for everyone who participated.

The Parents Council has held regular meetings throughout the year and is enthusiastic in its desire to know about the School and to support the school policies. These conferences with representative parents are always helpful and constructive. The Council, through its Executive Committee, has conducted clothing and book exchanges, book sales, cooperated with the faculty in organizing Father and Son Day, has prepared and distributed sports schedules for each athletic season this year, has provided magazine covers for the Boys' Reading Room, and has presented improvement medals for the Intermediate Grades. It is interested in the broad policies of the School as well as in the day-to-day work.

In Fifth Month a group of alumni, through class representatives, adopted a constitution, secured a charter, and appointed officers and a board of directors. This is a first step in the formal organization of an alumni association which plans to hold its first annual meeting in the fall. It is a satisfaction that the impetus for this organization has come from the Alumni themselves in their desire to be of service to the School.

Among the honors which have come to individual students and teachers during the year, these deserve special mention. On Third Month first, D.C.Heath and Co. announced the publication of "Learning to Write, Revised," the revision by William

Paxton and Basil G. Meserve of the Moses Brown English department, of a well-known secondary school textbook in English composition. The work is a rewriting and complete re-organization of a basic text and reflects credit on the authors and on the School.

Theodore S. Whitford, of the French department, is this year President of the Rhode Island Chapter of the American Association of Teachers of French.

Martin M. Cassidy, of the senior class, is one of the young scientists selected on the basis of the regional Westinghouse Science Talent Search. Martin has been working throughout the year on a seismograph.

Under the amendments to the Social Security Law Moses Brown and Lincoln Schools became eligible for coverage. More than the required two-thirds of the employees requested this. The Executive Committee in Eleventh Month gave its approval and the faculty, staff, and employees have had these benefits since the first of the year. This is supplementary to the School's pension program.

In order to meet the constantly rising costs in salaries, wages, and materials, the Executive Committee in First Month approved, for the next academic year, an increase in the rates for tuition, board and tuition, and blanket fees. These increases were from $25 to $50 in the day department and $100 for the resident students. The patrons of the School have recognized the necessity for this increase and have accepted it in excellent spirit.

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The prospects for next year are very good. The re-registration of present pupils and the applications for new pupils compares favorably with other years, with a capacity enrollment already throughout the Lower School. It is probable that there will not be the usual number of applications for boys who are taking an additional year before going on to college. Because of the uncertainty of the draft and Universal Military Training these boys and their parents question the advisability of the extra year.

Most of our graduates this year will have an opportunity to go on to college, and practically all of these boys have already been admitted to college. There have been times during the winter, however, when many of them felt that they would not have this chance, and their disappointments and doubts have been disturbing to them. The School had an added responsibility to give them confidence in themselvesand in their future, and this is a responsibility which all members of the staff recognize.

Of interest to the Yearly Meeting because of its great importance to the Moses Brown School and to the Providence Monthly Meeting, is the building of a Meeting House on the school grounds. The need for increased facilities for the Meeting, especially the needs of a growing First Day School, prompted the Meeting to investigate the disposing of the property on North Main Street and erecting a suitable meeting house on the school grounds. The School Committee indicated its

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willingness to cooperate in this project and special committees were appointed to work out an arrangement that would be satisfactory to the School and to the Meeting. A parcel of land at the corner of Olney Street and Morris Avenue has been selected and a legal agreement has been drawn up. The meeting house property has been sold to the City of Providence, an architect has been engaged, and plans are being drawn. The Permanent Board, at a special meeting on Fourth Month 21, agreed to approve in advance any arrangement which is agreeable to the School Committee and the Providence Meeting. At the writing of this report there remain only a few details to be worked out. The two organizations, the School and the Meeting, will remain completely independent entities, but the proximity of each to the other should be of great advantage to both.

Respectfully submitted,
for the Committee

L Ralston Thomas
Headmaster

6/21/51

A meeting of the Committee on Moses Brown School and Lincoln School was held at Andover, Massachusetts, at 8:50 p.m. Sixth Month 21, 1951, during the session of the Yearly Meeting.

There were present Moses Bailey, George I. Bliss, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Mary Hoxie Jones, Phebe Perry, Thomas Perry, Jr., Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Frances E. Wheeler, Marion S. Cole, L. Ralston Thomas.

The Minutes of the meeting of Fifth Month 1st were approved as circulated.

The report of the Scholarship Committee was approved. The lists of the recipients and the amounts granted were submitted by Marion S. Cole for Lincoln School and L. Ralston Thomas for Moses Brown.

Excerpts were read from the Minutes of the Executive Committee meeting of Sixth Month 1st relative (1) to the land on which the Providence Monthly Meeting is planning to build a Meeting House, and (2) to the suggested changesin the preamble of the agreement.

Because of certain building restrictions on the plat at the City Hall, the Meeting Building Committee requested an additional five feet of land to the east of the parcel indicated by the Executive Committee at its last meeting. This request was granted. The agreement in its final form, including the specifications for the land as surveyed was given unanimous approval. The agreement follows:

"WHEREAS, Providence Monthly Meeting of Friends desires to build a new meeting house and New England Yearly Meeting of Friends is desirous of providing a site for the meeting house on the grounds of Moses Brown School in order to further facilitate the close cooperation between the two Yearly Meeting Schools and the Providence Monthly Meeting, it is therefore agreed as follows:

1. Providence Monthly Meeting of Friends shall

be permitted to erect with its own funds and to occupy a meeting house on the following described land owned by New England Yearly Meeting of Friends:

> That land, on the southerly side of Olney Street and the easterly side of Pennington Avenue, in Providence, Rhode Island, and described as follows:
>
> Beginning at a point in the southerly line of Olney Street 60.09 feet easterly from a granite bound at the southwesterly intersection of Olney Street and Pennington Avenue (sometimes known as Morris Avenue), said point being the intersection of the southerly line of Olney Street and the easterly line of Pennington Avenue; thence running easterly 104 feet in the southerly line of Olney Street; thence turning a right angle and running southerly a distance of 140 feet; thence turning a right angle and running westerly 88.69 feet to the easterly line of Pennington Avenue; thence turning an interior angle of 109° 10' 45" and running northwesterly in the northeasterly line of Pennington Avenue 72.97 feet to a granite bound at an angle in said street; thence turning an interior angle of 153° 52' 15" and running northerly in the easterly line of Pennington Avenue 71.61 feet to the point of beginning.

2. Title to said meeting house, when erected, shall be held by the Overseers of the Providence Monthly Meeting of Friends, a Rhode Island corporation, subject to the trust set forth below.

3. New England Yearly Meeting declares that it holds the above described land in trust for the use of Providence Monthly Meeting of Friends for meeting house purposes and for social and religious purposes connected therewith.

4. If the Providence Monthly Meeting shall be laid down, or shall leave the New England Yearly Meeting of Friends, this trust shall cease and title to said premises, including all buildings thereon, shall vest in fee simple in the New England Yearly Meeting of Friends.

5. If Moses Brown School shall at any time be closed or shall cease to be operated by the New England Yearly Meeting of Friends, or if the New England Yearly Meeting of Friends shall be laid down, the described land shall be conveyed to the Overseers

various other school matters.

Donald B. Snyder submitted a "rough draft of proposed minutes summarizing the recent series of group meetings subject to emendation and final approval by the full Yearly Meeting Committee on Ninth Month ... 1951."

It was agreed that the Executive Committee should hold a special meeting or meetings in Ninth Month for the purpose of considering this material. It was agreed also that on Tenth Month second, the Committee on Moses Brown School and Lincoln School should plan to spend the full day, that is, morning and afternoon sessions, on a thorough discussion of the reorganization program. The Headmaster was asked to notify the Obadiah Brown's Benevolent Fund and the Rhode Island Peace Society of this proposal and to ask them not to schedule meetings for that afternoon. When the notices are sent the attention of the members of the Committee is to be called to the proposed all-day session. The Committee, at this meeting, will consider other necessary business, but the headmaster and the headmistress were requested to submit only the briefest reports.

Adjourned.

C. Lawson Thomas
Recording Clerk

9/25/51

A meeting of the Executive Committee of Moses Brown School was held Ninth Month 25, 1951, at the School. Donald B. Snyder presided and the following members were present: Bruce M. Bigelow, George I. Bliss, Edith L. Buffum, Margaret G. Sisson, Thomas A. Tripp, Frances E. Wheeler, and L. Ralston Thomas. Regrets for absence were received from Alexander C. Purdy, Charles H. White, and Lyra T. Wolkins.

The Headmaster reported on the following items of general interest:

Enrollment - The registration this year is 396 as compared with 387 last year. The gain is in the Lower School, where the maximum in each grade was increased slightly. The Lower School is full, with eight boys in Belmont. The Upper School registration is under last year, there being 204 as compared with 217 a year ago.

New Teachers - There are two new teachers in the Upper School - Walter E. Jansen in English, John A. Oneal in Mathematics. In the Lower School, Everett E. Hadley, in charge of the Fourth Intermediate Grade, is new, and Mrs. Harriet W. Garran has taken the place of Mrs. Childs, who had charge of Belmont. Mrs. Childs was married at the end of the school year. There are also two new assistants.

Finances - The statement of income and expenditure for the school year 1950-1951 shows an operating loss of $1,661.90, which, with the contribution of $6,000 to the Pension Fund, makes an over-all loss of $7,661.90. It was $3,456 greater than was anticipated at the beginning of last year. The figures for this year are not yet available, but the estimated increase in income this year over last is $15,000. There has been an increase of about $8,000 in wages and salaries also. During the summer it was necessary to borrow only $7,000 from the Board of Managers and this will be paid immediately.

Summer Work - Lower School
Painting Corridors and Basement
Playroom - Routine repairs, etc.

Upper School
Study Hall
North Corridor
East Stairwell
Senior Shower

Studio Sink
Shop - new tool arrangement

Kitchen painted
Howe-Paxton house painted
General repair and maintenance

Dining Room - The noon meal, beginning with the opening of School this year, is a "luncheon." It will be a good hot meal but "red" meat will not be served. Instead there will be meat substitutes, hash, stew, etc., and the heavier meat will be served for dinner at night.

Walter R. Jones Estate - It was reported that the Court apparently had approved the bills submitted by the various parties. The annual statement of the Hartford National Bank and Trust Company has been received and is available for study by anyone interested.

National Council of Independent Schools - The Committee approved Moses Brown School's requesting membership in this association. The annual dues at present are fifty dollars.

Monthly Meeting Request - The Providence Monthly Meeting of Friends has requested the use of land adjacent to the proposed new meeting house (to be located at the southeast corner of Olney Street and Morris Avenue). The Committee on Moses Brown School and Lincoln School (unanimously) grants this request with the following stipulations:

For Final decision see Minutes 10/2 1951

1. The land in question is that portion of the property extending from the land already designated for meeting purposes, easterly to the line or the line extended, of the Wetherald property; the same depth from Olney Street as the property previously approved.

2. The land is to be used for recreational and parking purposes.

3. The Meeting may have the privilege of using said land until such time as the School Committee may require it for other purposes.

4. It is understood, also, that the Providence Monthly Meeting will assume all responsibility and expense for the care and maintenance of this property, and for public liability for such time as it is under their care.

The above wording was approved by the Committee with the request that the matter be discussed with Dr. Thomas Perry before presentation to the Committee on Moses Brown School and Lincoln School at the meeting next week.

Payment of transportation of members of the School Committee and Executive Committee who come from a distance - The Treasurer is authorized to reimburse the members of the School Committee and the Executive Committee who come from a distance the amount which they expend for railroad or bus fare.

Finance Committee - In order to promote closer cooperation and to provide the Executive Committee at all times with information which it requires, it is recommended that the Finance Committee be appointed by the Executive Committee as a sub-committee.

The Committee next considered the "rough draft of proposed Minutes, summarizing the recent series of group meetings.... subject to emendation and final approval by the full Yearly Meeting Committee." This draft was considered in detail and there was full discussion of its form and implications. There were a few minor changes and Frances E. Wheeler was asked to prepare a revision of one paragraph. This draft, with the changes, will be presented at the meeting of the Committee on Moses Brown School and Lincoln School on Tenth Month 2, 1951. As the draft in some form will appear in the School Committee minutes, and as all members of the Committee already have copies, it is not included in these minutes.

Adjourned.

L Ralston Thomas

L. Ralston Thomas
Recording Clerk

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MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

School opened formally Ninth Month 19, 1951. As has been our custom for several years, the staffs of Moses Brown and Lincoln met together the previous Monday evening. George A. Walton, Principal emeritus of the George School and now associated with the School Affiliation Service of the American Friends Service Committee, addressed the group on the general subject of Quaker Education.

Moses Brown was represented at the Quaker Conference on Education held at Pendle Hill in Ninth Month by J. Drisko Allen, head of the Lower School, and Everett E. Hadley of the Fourth Intermediate Grade.

The total registration this year is excellent, three hundred ninety-six as compared with three hundred eighty-seven a year ago. The Lower School is full with eight boys in Belmont. The Upper School registration, however, is under last year, there being 204 as compared with 217. Both day and house groups are light. Four foreign countries are represented in the student body of this year: France, Germany, Hungary, and The Bahamas.

There were relatively few changes in staff. The new teachers are: John A. Oneal, A.B. Yale University, who came to us from the Rutgers Preparatory School as a teacher of mathematics; Walter E. Jansen, a graduate of Brown University,

who is an experienced English teacher and coach. In the Lower School Mrs. Frank W. Garran, widow of a Dartmouth professor and recently associated with the Kent School, has become house mother in Belmont (Mrs. Childs was married at the close of School in Sixth Month); Everett E. Hadley, B.S. in Education at the University of Missouri and a graduate student in English at Brown University, has charge of the Fourth Intermediate Grade. Mrs. John P. Finlay, a graduate of Wheelock and Emily H. Swide, B.S. in Education from the Massachusetts School of Art, are assistants in the First Primary and the Art Department respectively. One additional assistant has been appointed to the upper intermediate grades, Ezra C. Fitch, also a graduate student in education at Brown.

During the summer the usual maintenance program was followed. There were no major projects. The large Study Hall was redecorated and the house occupied by the Paxtons and Howes was painted by contract. A new shower was installed in the Senior Bathroom. Practically all other work, including extensive painting, was carried on by our own staff. A list follows:

Corridors, Basement and Playroom in Lower School building painted
Study Hall redecorated
North Classroom Corridor, East Stairwell, and Kitchen painted
New Shower installed on Senior Dormitory
New Sink installed in Studio
Old storage drawers replaced by modern tool arrangement in Shop
Howe-Paxton House painted
General repair and maintenance

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MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

There has been but one change of importance in the school program this year. At the request of the Executive Committee of the Parents Council, a few of the Lower School boys have been permitted to carry their lunches. This is on an experimental basis. This may seem to be a small concession, but it has rather far-reaching implications. The School has always believed that boys need a hot and rather substantial noonday meal and consequently it has always been understood that boys had the noon meal either at home or in the school dining room. Most of the boys in both Upper and Lower Schools have had their noon meal here. With such large groups, it has been possible to provide substantial meals at moderate cost. If any very considerable number of boys should bring their noon meal, there will be a substantial drop in income and a consequent increase in the cost per person of providing meals for the boys who have the hot meal. The parents made the request because some of the younger families find the expense of school a heavy charge against the limited budget and are concerned to save the $130 a year luncheon fee. There are at present only about a dozen boys carrying lunches from home. If the group remains small, there will be no problem. If, however, it becomes popular to carry lunchboxes, then some revision of our present arrangement may become necessary.

There has been one other change in the dining room arrangement this year, in that at noon we are using more meat substitutes than before and serving a heavier evening meal for our house boys.

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Class of 1951 - All the forty-eight boys who graduated in Sixth Month have been admitted to college. The class is represented in twenty-one different colleges and universities. More boys of course enter Brown than any other institution, but it is interesting to note how widely our boys choose their colleges.

Alumni Association - Early in the summer a committee of the Alumni set up the fremework of a formal organization. William H. Edwards, class of 1915, was appointed temporary President. William B. Farnsworth, 1911, Vice President, Charles E. Gross, 1935, Secretary, Achille G. Vervena, 1922, Treasurer. There is a board of directors consisting of Richard H. Chase, 1925, Donald Gardner, 1927, Lester R. Thomas, Jr., 1941, Lincoln C. Barber, Jr., 1945, and Hovey T. Freeman, Jr., 1950. It is the plan to hold a meeting this fall for the election of officers and the formal adoption of the constitution and by-laws.

Monthly Meeting - Ground has not yet been broken for the new Meeting House. The architects' plans have been formally approved, however, and bids should be in within the next ten days to two weeks. When the Minute granting permission for the use of additional land for parking and recreational purposes has been approved, arrangements between the School and the Meeting will have been completed. It is hoped that work on the building can be well started before winter.

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MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Finances - The financial statement for the academic year 1950-1951 is presented with this report. The statement of income and expenditure for the school year shows an operating loss of $1661.90 which, with the contribution of $6,000 to the Pension Fund, makes an over-all loss of $7,661.90. This is $3,456 greater than was anticipated at the time the budget was made up at the beginning of last year. The figures for this year are not yet available, but the estimated increase in income this year over last is $15,000. There has been an increase of about $8,000 in salaries and wages.

Respectfully submitted,

L Ralston Thomas
Headmaster

The regular fall meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall at Moses Brown School Tenth Month 2, 1951. Donald B. Snyder, Clerk, presided and called the meeting to order at 10:00 A.M. All members of the Committee were present excepting William Webster, who has only recently returned to New England from Washington. He sent his regret. Present: Moses Bailey, Bruce M. Bigelow, George I. Bliss, T. Dwight Boole, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Franklin K. Fite, Henry C. Foster, Richard M. Gummere, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Thomas A. Tripp, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood.

The Clerk spoke for the Committee in welcoming Dr. Franklin K. Fite, a new member. He is a graduate of the School in the class of 1929.

The Minutes of the meeting held at Andover, Massachusetts, Sixth Month 21, 1951, were approved as circulated.

Frances E. Wheeler reported for the Nominating Committee, recommending the following slate of officers and committees for the year 1951-1952, which were approved as presented:

Clerk: Donald B. Snyder
Recording Clerk: L. Ralston Thomas
Executive Committee: Donald B. Snyder, Bruce M. Bigelow,
George I. Bliss, Edith L. Buffum, Henry C. Foster,
Alexander C. Purdy, Margaret G. Sisson, Thomas A. Tripp,
Frances E. Wheeler, Charles H. White, Lyra T. Wolkins,
Walter H. Wood.
Trustees of Lincoln School: Moses Bailey, Charles F. Brown,
Edith L. Buffum, Ruth C. Burgess, Franklin K. Fite,
Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr.,
Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson,
Donald B. Snyder, L. Ralston Thomas, Virginia Townsend,
Frances E. Wheeler, Charles H. White, Lyra T. Wolkins,
Walter H. Wood.
Scholarship Committee: Edith L. Buffum, Frances E. Wheeler,
Marion S. Cole, L. Ralston Thomas.

On this slate the Finance Committee was included in the Executive Committee. It had been recommended that, as was formerly the custom, the Finance Committee be a sub-com-

mittee of the Executive and that it be appointed by the Executive Committee. This also was approved.

As requested at the meeting in Sixth Month, the Headmaster and the Headmistress presented brief reports of the two Schools. These reports were followed by some general discussion. The reports were accompanied, also, by brief summaries of the financial situations in each of the Schools.

Russell D. Brooks, Associate Field Secretary of the Yearly Meeting, has asked if it would be possible to have a workers' conference at Moses Brown School in Ninth Month, 1952, during the week preceding the opening of School. This request was approved. The exact date and other details are to be worked out between Russell D. Brooks and the Headmaster.

Monthly Meeting Request

The Providence Monthly Meeting of Friends has requested the use of land adjacent to the proposed new meeting house (to be located at the southeast corner of Olney Street and Morris Avenue). The Committee on Moses Brown School and Lincoln School (unanimously) grants this request with the following stipulations:

1. The land in question is that portion of the property extending from the land already designated for meeting purposes, easterly to the line or the line extended, of the Wetherald property; the same depth from Olney Street as the property previously approved.
2. The land is to be used for recreational and parking purposes.
3. The Meeting may have the privilege of using said land until such time as the School Committee finds it advisable or necessary to terminate this arrangement.
4. It is understood, also, that the Providence Monthly Meeting will assume all responsibility and expense for the care and maintenance of this property, and for public liability for such time as it is under their care.

5. It is expected that any questions not covered in the above stipulations will be worked out by consultation between representatives of the Meeting and the School Committee.

Payment of Transportation of Members of the School Committee and Executive Committee

The Treasuer is authorized to reimburse, upon request, the members of the School Committee and the Executive Committee for attendance at these meetings, the amount of the railroad fare.

The Committee recessed for luncheon at 11:50 and reassembled at 1:00 P.M. The last forty-five minutes of the morning session and the afternoon session were devoted to a detailed discussion of the reorganization plan. The Clerk, Donald B. Snyder, had submitted a "rough draft of proposed minutes, summarizing the recent series of group meetings.... subject to emendation and final approval by the full Yearly Meeting Committee." There was full discussion. Although many different points of view were expressed, there seemed to be considerable unanimity with respect to the overall program. It was finally agreed that a committee should be appointed to re-draft the minutes, and the following were named: Frances E. Wheeler, Alexander C. Purdy, Phebe F. Perry, Bruce M. Bigelow, Marion S. Cole, L. Ralston Thomas, Donald B. Snyder (ex officio), and it was understood that the Clerk would act as convener.

The meeting adjourned at 3:20 P.M., to meet at the call of the Clerk in Second Month, 1952.

L Ralston Thomas

L. Ralston Thomas,
Recording Clerk

A meeting of the Executive Committee of Moses Brown School was held in the Headmaster's office Twelfth Month 4,1951. There were present Bruce M. Bigelow, Edith L. Buffum, Margaret G. Sisson, Thomas A. Tripp, Charles H. White, Lyra T. Wolkins, L. Ralston Thomas.

Excuses for absence were received from George I. Bliss, Alexander C. Purdy, Frances E. Wheeler.

In the absence of the Chairman, Charles H. White was appointed Chairman pro tem.

Inasmuch as there has been no meeting of the Executive Committee since its appointment on Tenth Month 2, 1951, the Chairman, Donald B. Snyder, requested the Finance Committee of last year (Henry C. Foster, Charles H. White, Walter H. Wood) to serve in that capacity for this year. This action was formally approved.

Charles H. White presented the report of the Finance Committee:

> " The Finance Committee (Henry C. Foster, Charles H. White, Walter H. Wood) of Moses Brown School met on Eleventh Month 14, 1951, with L. Ralston Thomas and E. Harold Jernquist. The proposed Budget for the academic year 1951-1952 was considered in detail.
>
> This Budget indicates a probable deficit for the year of $4,260 (including a $6000 contribution to the Pension Fund, and Federal Old Age Insurance of $2500). The Finance Committee recommends approval of the Budget as presented.
>
> This will be the third successive year that the gross expenditure will have exceeded the gross income by substantial amounts. Regardless of other costs it is probable that salaries and wages will continue to advance in some departments.
>
> Although the Upper School enrollment is somewhat lighter this year, the School has been operating at close to its maximum capacity, and substantial additional income from tuitions cannot be anticipated.
>
> The Finance Committee urges, therefore, that the Executive Committee plan a definite program to raise, either by 'Annual Giving' or in some other manner, additional funds for scholarships, salaries, pensions, and special projects."

The report is accepted and the Budget as recommended for the year 1951-1952 is approved.

There was a discussion of the Finance Committee's recommendation "that the Executive Committee plan a definite program to raise, either by 'Annual Giving' or in some other manner, additional funds for scholarships, salaries, pensions, and special projects." It was the decision of the Executive Committee that the time had come when some such program should be inaugurated and it was believed that there should be as little delay as possible in taking the preliminary steps. Inasmuch as there is no meeting of the full School Committee until Second Month 1952, and because details could be worked out in the meantime if the Committee approves, the Recording Clerk was directed to communicate with all the members of the School Committee, inform them of the Executive Committee's decision, and ask that if there is any objection, the Executive Committee be informed through the Recording Clerk.

The Headmaster reported that Moses Brown School's application for membership in the National Council of Independent Schools had been approved and we have membership in that organization.

It was reported also that a letter had been received from the Clerk of the Providence Monthly Meeting expressing appreciation for the cooperation of the Committee in providing the additional space which was requested.

Adjourned, to meet at the call of the Chairman.

Recording Clerk

The mid-winter meeting of the Committee on Moses Brown School and Lincoln School was called by the Chairman for Third Day, Second Month 12, 1952 at 10 a.m. in Alumni Hall, Moses Brown School.

There were present Moses Bailey, Bruce M. Bigelow, George I. Bliss, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Franklin K. Fite, Henry C. Foster, Richard M. Gummere, Phebe F. Perry, Alexander C. Purdy, Donald B. Snyder, Virginia Townsend, Thomas A. Tripp, William Webster, Charles H. White, Lyra T.Wolkins, Walter H. Wood (Marion S. Cole, L. Ralston Thomas, ex-officio). Excuses for absence were received from Mary Hoxie Jones, Thomas Perry, Jr. and T. Dwight Boole. Margaret G. Sisson and Frances E. Wheeler are out of New England.

William Webster, who has been in government service in Washington, was welcomed back by the Chairman, Donald B. Snyder.

The Minutes of the meeting held Tenth Month 2nd were approved as circulated.

A letter from the Providence Monthly Meeting expressed the thanks of the Meeting for the permission to use land in accordance with the Minute of the Committee meeting held Tenth Month 2nd.

Following introductory comments by the Chairman, the report of the special committee was presented. Virginia Townsend was asked to read aloud to the Committee the report in full. There followed a detailed discussion of it. There were many expressions of appreciation for the fine work of the Committee. Modifications in the language were suggested. The sub-committee, with Virginia Townsend named in the place of Phebe Perry, was asked to make these changes and to re-write the last part of the second section. When this has been completed, the report is to be sent to each member of the School Committee for study and comment.

There was time for no other business.

The meeting adjourned at twelve-ten.

L Ralston Thomas
Recording Clerk

A meeting of the Executive Committee of Moses Brown School was held in the Headmaster's office Third Day, Third Month Eleventh, 1952. The Chairman, Donald B. Snyder, called the meeting to order at four o'clock. Present: Henry C. Foster, Margaret G. Sisson, Donald B. Snyder, Charles H. White, Walter H. Wood.

Excuses for absence were received from: Bruce M. Bigelow, Edith L. Buffum, Alexander C. Purdy, Thomas A. Tripp, Frances E. Wheeler, Lyra T. Wolkins.

The Minutes of the last meeting of the Committee were approved as circulated.

It was reported that in response to the letter sent after the last meeting, the members of the Committee on Moses Brown School and Lincoln School had generally approved the recommendation that there be instituted "a definite program to raise, either by 'annual giving' or in some other manner, additional funds for scholarships, salaries, pensions and special projects." One member suggested that this was a matter which might properly come before the whole Committee before action was taken. The Executive Committee therefore will bring this matter to the attention of the whole Committee at the next meeting.

In connection with the need for additional revenue there was a discussion of the salary policy with particular reference to the classroom teachers of the Lower School. It was agreed that in addition to the normal increments, the maximum for Lower School teachers should be increased by $200.

For several years the School has used its pick-up truck as the power unit for the gang mowers and for snow plowing. The truck is not designed for these purposes, and in addition to excessive wear and tear, it is not proper equipment for our needs. The Headmaster is authorized to purchase a tractor with sickle-bar attachment and the parts necessary

to adapt the plow and the gang mowers which we are now using. It is understood that the cost of the tractor and the parts for the adaptation of our equipment will not exceed $2000. This will be amortized over a period of four years. Several makes of tractor were suggested for consideration: Allis-Chalmers, International, John Deere, etc.

If the Executive Committee of the Moses Brown Council should decide to underwrite the erection of a proper sign at the corner of Hope Street and Lloyd Avenue, the Executive Committee will be glad to approve the project provided the design is first approved by the chairman of the Executive Committee, the chairman of the Executive Committee of the Parents' Council, and the Headmaster.

The Headmaster read a letter from George I. Bliss, Executive Secretary, New England Regional Office, American Friends Service Committee, requesting "lists of Quaker School graduates." It has been the policy of the School not to release lists of students, graduates, or parents, but it was decided that no action should be taken in this matter until such time as George Bliss might himself present it to the Committee.

The "Report at Mid-Century" of the special sub-committee is not yet complete but some portions have undergone substantial revision since the meeting of the School Committee in Second Month. Copies of the report as it now stands were made available to this Committee and Donald B. Snyder read it to the group. Certain additional modification in language was suggested, but as a whole the report was given approval, with expressions of appreciation for the sub-committee working on it. It is understood that the report will be completed for presentation to the School Committee at its meeting in Fifth Month.

Adjourned.

L. Ralston Thomas

Recording Clerk

A meeting of the Executive Committee of Moses Brown School was held on Fourth Month 30, 1952 at four o'clock. There were present: Donald B. Snyder, Chairman, George I. Bliss, Henry C. Foster, Margaret G. Sisson, Frances E. Wheeler, Lyra T. Wolkins. Excuses for absence were received from: Bruce M. Bigelow, Edith L. Buffum, Alexander C. Purdy, Walter H. Wood.

The Minutes of the meeting held Third Month 11, 1952 were approved as circulated.

A statement of income and expenses compared with the budget for the period Seventh Month 1, 1951 to Third Month 31, 1952 was presented. The financial position at this time was substantially better than had been anticipated at the beginning of the school year.

The Committee considered again George I. Bliss's request (see Executive Committee Minutes, page 2, 3/11/52) for the list of graduates and former students of Moses Brown School for use by the American Friends Service Committee. After some discussion of the general policy of the School with respect to lists of students, patrons, etc., it was decided to postpone a decision. George Bliss understands, however, that he may raise the question again at a later date.

The Headmaster reported a gift of $500 from Mr. and Mrs. Harry Gottlieb, whose son Benjamin is a member of the Third Form. It is to be used at our discretion. The Committee wishes to record its appreciation of this gift and approves placing it with the Library Fund.

There was a brief report of the Alumni Dinner in honor of Samuel H. Waughtel, who is retiring at the end of this school year.

The formal organization of the Alumni Association has been consummated. Although the women graduates of Moses Brown have been invited by the Lincoln School to join its

alumnae association, a few of them would like to be members of the new Moses Brown Alumni Association. The Committee supports the view of the Alumni Committee and the administration that this is not wise. It was suggested that Lincoln send to these women the alumnae publications and that the Moses Brown office provide Lincoln with any information which it may receive from time to time for use in Lincoln alumnae notes.

Samuel H. Waughtel vacated his apartment at 307 Hope Street some time ago. Arthur and Mrs. Cate will move from the second to the first floor and the second floor will be assigned to Ronald MacLeod, the new athletic director. In order to eliminate the necessity for going over the stairs for both Mr. and Mrs. Cate, it is recommended that a lavatory be installed on the first floor. The cost of this has not yet been ascertained, but the committee agrees that the work should be done and approves going ahead with it.

The tractor authorized at the meeting of Third Month 11 has been purchased. It is a John Deere Parkway Model with sickle-bar attachment and attachments for the use of our mowers and snow plow. It is a substantial addition to our motor equipment; the overall cost was $2045.

The "Report at Mid-Century" which had been completed and approved by the sub-committee, has been approved by this Committee also, with expressions of appreciation to Donald Snyder and his committee. A few slight modifications were made in the last section. It was agreed that in presenting this to the School Committee there should be a title page, and it is hoped that when the material goes forward to the Yearly Meeting, it will carry the names of all members of the School Committee.

Following the meeting of the School Committee on Fifth Month 6, a date will be fixed for another meeting of the Executive Committee in Sixth Month.

Adjourned.

L Ralston Thomas
Recording Clerk

5/6/52

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

Samuel Harrison Waughtel will retire at the end of the present school year after forty years on the Moses Brown faculty. After graduation from Marietta College he had a brief teaching experience in western Pennsylvania and came to Moses Brown School in 1912 as head of the Latin department. He participated in the sports program from the beginning. In 1915 he became coach of varsity football and baseball and in 1924, athletic director, continuing his teaching and coaching. It is a remarkable record. Mr. Waughtel has been an outstanding teacher of Latin, and students have continued their study of Latin beyond the required minimum, even though it is no longer necessary for college admission. He has demanded a high standard of scholarship and pupils have responded. His coaching has been characterized by the same energy and enthusiasm, the same insistence upon high standards in sportsmanship as well as in the technique of the game.

His influence has been far wider than this School, as he has made substantial contributions to the improvement of schoolboy sports in Rhode Island and has been a leader in the athletic committees of the independent schools of New England and in the coaches and officials groups.

This School has been fortunate over the years in its teachers. Few have made a greater contribution to its life. For four decades Mr. Waughtel has carried an unusually heavy schedule with absorbing interest and great energy,

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and the boys who have had the privilege of associating with him in the classroom and on the athletic field have been better men for the experience.

On Fourth Month 25 the Alumni held, in Mr. Waughtel's honor, a dinner which was attended by one hundred seventy of his old boys. It was a fine tribute.

5/6/52-3

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Committee on Moses Brown School and Lincoln School:

Perhaps the most significant event of the present school year has been the forming of an Alumni Association. Committees composed of representatives of classes over the last forty years have been working to set up the framework of an effective organization. On Fourth Month 25 a formal business meeting was held at which the Constitution and By-Laws were adopted and a slate of officers and directors elected. The alumni representatives have devoted time, energy and enthusiasm to their program. It has been a growth from within the group itself and promises to be an important factor in the well being of the School.

The Parents Council has continued to be helpful not only in its advisory capacity but in addition as a forum for Parent-School relationships. It has also made a number of contributions to the material equipment. Under the sponsorship of the Council there was held for the first time in several years a meeting of the form parents. This was experimental and probably will be continued in form meetings throughout the Upper School.

The Council, as representing all the patrons of the School, is widely interested in every phase of school life and is prepared to make whatever contribution it can to our advantage.

In a material way they have this year contributed risers for the Glee Club, printed sports schedules for the patrons

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and boys, presented medals for the Intermediate Classes of the Lower School, and have under consideration a number of other projects.

The school year which is now coming to a close has been satisfactory from many points of view. It has perhaps been characterized by even closer relationships than usual between the boys and the faculty, particularly in the Upper School. Small committees of the men have held frequent meetings to explore ways and means of making greater contributions to the social life of the School. These committees have reported their discussions to informal faculty meetings, out of which have developed a number of joint faculty-student activities.

In Second Month members of the Upper and Lower School faculties presented two one-act plays for the edification of the house boys and their day-boy guests. There have been work programs, bird field trips, and joint athletic contests, and the thirty-first of Fifth Month has been set aside as a special faculty-student day with a program to which the boys will invite their girls.

These special events have been in addition to the more or less routine activities of the year: Community Fund, Red Cross, Clothing Drives, the joint production with the Lincoln School of Gilbert and Sullivan's PATIENCE under the direction of Editha Thomas, the four-school concert.

5/6/52-5

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Special mention should be made also of three eminent visitors to the School.

In Third Month Dr. Jay Saunders Redding, Professor of English at Hampton Institute, spent two days at the School under the American Friends Service Committee Race Relations Program. Dr. Redding is a distinguished Negro scholar who, while he was here, met with English classes, talked to an assembly of the boys, and participated in informal discussion groups of faculty and students. It was a happy and profitable experience for all of us.

In Third Month also Brigadier and Mrs. Cyril Quilliam were guests of the School. He has been for six years the London TIMES correspondent in Egypt and brought us first-hand information on the difficult problems of that country.

In Fourth Month Dr. Kathleen Lonsdale, a member of the British Quaker Mission to Moscow, told of the experiences of that group, stimulating most interesting discussion among students and faculty.

On Fifth Month 7th, in Alumni Hall, the Rhode Island Chapter of the American Association of Teachers of French will hold a reception for the new French Consul General. Members of the faculty will act as hosts for this occasion.

The boys have been represented also in joint conferences on religion and education for public service, and seven Moses Brown boys were members of the Rhode Island Model Legislature, Richard Worrell being Lt. Governor and President of the Senate, and Daniel Pollen, Leader of the Minority Party.

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MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

In the seventh annual Rhode Island Schools Science Fair, sponsored by the Providence Journal Company in cooperation with ninety-nine junior and senior high schools of the state, Daniel A. Pollen won a First Grant, a certificate, and a gold key for his work on the derivation of a mathematical formula relating to physics. Douglas M. Behrendt and Davis C.McLeod, winners of First Grants in the Junior Division, received certificates and silver medals for their projects - an exhibition of molds, and a demonstration of aerodynamic principles by means of a wind tunnel.

On the basis of competitive oral and written examinations in French, Foster T. Kinney of the senior class was chosen as one of three students to represent the Junior Alliance Française of Rhode Island at the annual meeting of the Alliance Française of America held at the Hotel Pierre, New York City, on Fourth Month 19. In the last two years Foster is the second Moses Brown student to win this honor.

Among faculty activities should be mentioned W. Jay Kennedy's music course for members of the faculty and their families, which has been held on Wednesday evenings, and the exhibition of paintings of Emily H. Swide, Lower School teacher of art, held atthe Artists Center, Worcester, for two weeks in Third Month.

William H. Turner ("Bill" to generations of Moses Brown boys) and Mrs. Lucille Jacobs of Brooklyn, New York, were

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married on Fourth Month 25. Bill has been employed as houseman here for all of his adult life. His grandmother was a seamstress at Friends School for many years.

Perhaps it should be recorded also, although two or three members of the Committee have been closely in touch with the situation, that the School has provided employment for a Displaced Person, Severins Priede, a Latvian who arrived under the sponsorhip of the Monthly Meeting; he has been employed here since the fall. He is handicapped, having very limited vision. He is, however, an interesting person and a willing worker, and we are pleased with him in spite of the fact that he can do only certain kinds of work.

A few weeks ago the School purchased a John Deere parkway tractor. This is a substantial addition to the equipment. It will be used for mowing, snow plowing, and general purpose power unit, thus relieving the pick-up truck of work for which it was not adapted and which was causing too rapid deterioration of the machine.

In making plans for next year we are fortunate in that we anticipate only four changes in staff: Samuel H. Waughtel, who is retiring; Scott T. Pike of the English department and David F. Clapp of the mathematics department, who are leaving to undertake graduate study; and Mrs. John P. Finlay, assistant in the Lower School.

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Ronald F. MacLeod will become Director of Athletics. He is a graduate of Colby College who has had experience teaching and coaching in Maine, at St. Johnsbury Academy, Vermont, and at the Shattuck School, Faribault, Minnesota. It is an important position and we believe him to be a fine person and a competent one. The other positions have not been filled. The problem of securing experienced unmarried men who are willing to undertake dormitory responsibility in addition to their regular teaching, is becoming increasingly difficult. Our low salary schedule is partly responsible for this. In the Lower School, however, the salary situation has become critical. Inexperienced teachers whose qualifications would in many cases not meet our requirements can now demand a beginning salary within a few hundred dollars of our Lower School maximum.

It has been our good fortune to have a permanent group of regular classroom teachers in this department, but two of the women are approaching retirement age and replacing them on our present basis is going to be extremely difficult. The Executive Committee has approved a two-hundred-dollar increase in the maximum for the Lower School faculty for next year, and this has been very much appreciated by them. It is not by any means, however, a complete solution to the problem.

The re-registration of present pupils for next year is satisfactory and in the Lower School the registration of new boys has practically completed the enrollment in those classes. In almost all grades it has been possible to accept only a

portion of the applicants. Only in the sixth grade are there any vacancies at all.

In the Upper School there have not been so many applications for new boys and for the third year in succession we are graduating an unusually large group of house boys. This condition is not new at this time of the year, but there is at least the probability that we shall have a somewhat lighter enrollment in this department. It may not be so when the final count is made at the opening of school.

There are forty-eight candidates for graduation in Sixth Month. Cornelius Kruse, Professor of Philosophy at Wesleyan University, a Friend who has been actively associated with the American Friends Service Committee and learned societies, will have charge of the Baccalaureate Service, and James P. Adams, formerly Vice President of Brown University who retired a year ago as Provost of the University of Michigan, will be the Commencement speaker.

Work on the Meeting House is progressing slowly but satisfactorily. It will be an attractive building and in addition to its many advantages to the School will add appreciably to the attractiveness of that part of our campus.

The financial statement for the period is presented with this report. The financial situation is substantially better than was anticipated at the opening of school in the fall.

Respectfully submitted,

L Ralston Thomas

Headmaster

5/6/52-[illegible]

At the regular spring meeting of the Committee on Moses Brown School and Lincoln School held in Alumni Hall Fifth Month 6, 1952 the following members were present: Bruce M. Bigelow, George I. Bliss, Edith L. Buffum, Franklin K. Fite, Henry C. Foster, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, William Webster, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood. Regrets for absence were received from: Moses Bailey, T. Dwight Boole, Charles F. Brown, Ruth C. Burgess, Richard M. Gummere, Alexander C. Purdy, Thomas A. Tripp.

The meeting was called to order by the Clerk, Donald B. Snyder, at 10 a.m.

Following the roll call the Minutes of the meeting held Second Month 12, 1952 were approved as circulated.

Excerpts from the Minutes of the Executive Committee meeting of Twelfth Month 4, 1951, Third Month 11, 1952, and Fourth Month 30, 1952 were read.

Following a detailed discussion of the recommendation that a program of annual giving be instituted for both Moses Brown School and Lincoln School, the Committee approved the principle of annual gifts for both schools, requested the appointment of committees of four or five for each school, and asked that these committees report to their respective executive committees. It is understood that the Clerk, Donald B. Snyder, will be, ex-officio, a member of each of these committees. The appointments are to be made by the Clerk after consultation with the Headmaster and the Headmistress.

The need for a close working arrangement between the two Schools was emphasized and the committees are to report their plans to the Executive Committee of the Committee on Moses Brown School and Lincoln School.

Frances E. Wheeler, Chairman of the Nominating Committee, presented the report which was approved. The Committee on Moses Brown School and Lincoln School recommends to the Nominating Committee of the Yearly Meeting the following persons for appointment to the Committee on Moses Brown School and Lincoln School for three years: George I. Bliss, Ruth C. Burgess, Phebe F. Perry, Alexander C. Purdy, Margaret G. Sisson, Charles H. White. The Headmaster was directed to forward the list to the Chairman of the Yearly Meeting Nominating Committee, Helen T. Gifford.

The names of Bruce M. Bigelow, T. Dwight Boole, Richard M. Gummere, William Webster, are to be reported also to the Yearly Meeting as members of the School Committee appointed by the Committee itself, under Minute 52-54 of the 1939 Minutes of the Yearly Meeting of Friends for New England.

The following are named as nominating committee for one year, or until their successors are appointed: Frances E. Wheeler, Lyra T. Wolkins, Charles F. Brown, Thomas Perry, Jr., Ruth C. Burgess.

The Report at Mid-Century on the present status and future services of Moses Brown School and Lincoln School was studied carefully, and after some changes in language, was approved. It was directed that 250 copies should be made available for distribution at Yearly Meeting. It was agreed that the names of all those present at this meeting should be carried at the end of the Report, and that copies should be sent to those absent with the request that they read it carefully, and if they approve, consent to the use of their names being used also. Corrected copies will be sent all members of this Committee before Yearly Meeting time. The discussion of this important report carried past the noon hour. The Committee was adjourned at 12:10 for luncheon, and reconvened at 12:55.

Because of the press of other matters, there was no opportunity for reports from the Headmistress and the Headmaster. The latter, however, read a brief appreciation of Samuel Harrison Waughtel who will retire at the end of the present school year after forty years on the Moses Brown faculty. This Committee desires to express its appreciation of Samuel H. Waughtel's service to the School, and requests Arthur W. Cate to draw up a resolution similar to that presented to Oliver J. B. Henderson on his retirement. When this has been approved by the Clerk of this Committee and the Headmaster, it is to be suitably inscribed and prepared for presentation at the Commencement Exercises. Donald B. Snyder is asked to speak for the Committee on that occasion.

The following regular meetings will be held during the next year: At Andover, Massachusetts, on Sixth Month 19, at a time to be fixed by the Calendar Committee; in Providence, on Tenth Month 7, 1952; Second Month 3, 1953; Fifth Month 5, 1953; and at the call of the Clerk if special meetings are considered necessary.

Marion S. Cole and L. Ralston Thomas are asked to present the usual reports to the Yearly Meeting for mimeographing in advance of the meeting. They are to send copies of these reports to the members of this Committee also.

Adjourned at 1:20.

L Ralston Thomas

(Signed) L. Ralston Thomas,
Recording Clerk

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the New England Yearly Meeting of Friends the School Committee presents its 133rd annual report.

There have been several significant events during the present school year.

Arrangements between the School Committee and the Providence Monthly Meeting have been worked out in detail, and construction of the Meeting House on the School grounds at the corner of Olney Street and Morris Avenue has progressed satisfactorily. It will be a most attractive building and when the grounds have been landscaped it will add appreciably to the appearance of that part of the campus as well as contribute much to the School in other important ways. In addition to the formal agreement approved by the Permanent Board, the School Committee has provided for the use by the Meeting of some additional land for recreational and parking purposes.

This spring a new Alumni Association was formally established. On Fourth Month 25 a business meeting was held at which the by-laws were adopted and a slate of officers and directors elected. Previously articles of incorporation had been taken out. The alumni responsible have devoted time, energy and enthusiasm to their program. It has been a growth from within the group itself and promises to be an important factor in the well-being of the School.

The Parents Council has continued to be helpful in its advisory capacity and as a forum for parent-school relationships. It has also made a number of substantial contributions to the materialequipment of the School and to current activities.

At the close of this academic year Samuel Harrison Waughtel will retire after forty years on the Moses Brown faculty. He came to Moses Brown in 1912 as head of the Latin department. Since 1915 he has been coach of varsity baseball and football and for 27 years director of athletics along with his regular teaching program. It is a remarkable record. This school has been fortunate over the years in its teachers. Few have made a greater contribution to its life. For four decades the boys who have had the privilege of associating with him in the classroom and on the athletic field have been better men for the experience.

On Fourth Month 25 the Alumni held, in Samuel Waughtel's honor, a dinner which was attended by 170 of his old boys.

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

At the Commencement exercises in Sixth Month, through its clerk, Donald B. Snyder, the Committee presented to Samuel Waughtel a formal resolution expressing its appreciation for his years of outstanding service.

The school year which has just closed has been satisfactory from many points of view. The total registration has been excellent, 396 as compared with 387 a year ago. The Lower School was full, with 9 in Belmont. The Upper School registration, however, was under last year, there being 204 as compared with 217; both day and house groups in this department were light. Four foreign countries were represented in the student body: France, Germany, Hungary, and the Bahamas.

This year has perhaps been characterized by even closer relationships than usual between boys and faculty, particularly in the Upper School. Small committees of the men have held frequent meetings to explore ways and means of making greater contributions to the social life of the School, and out of this have developed a number of joint faculty-student activities. In Second Month members of the Upper and Lower School faculties presented two one-act plays for the edification of the house boys and their day boy guests. There have been work programs, joint field trips and joint athletic contests, and a special day was set aside as a faculty-student Moses Brown Day to which the boys invited their girls. These special events have been in addition to the more or less routine activities of the year: Community Fund, Red Cross, Clothing Drive for the American Friends Service Committee, joint production with the Lincoln School of plays at Christmas time and Gilbert & Sullivan's PATIENCE (under the direction of Editha Thomas), and a Four-School concert.

Special mention should be made also of three eminent visitors to the School. In Third Month Dr. Jay Saunders Redding, professor of English at Hampton Institute, spent two days at the School under the American Friends Service Committee Race Relations program. Dr. Redding is a distinguished Negro scholar who, while he was here, met with English classes, talked to an assembly of the boys, and participated in informal discussion groups of faculty and students. It was a happy and profitable experience for all of us. In Third Month also Brigadier and Mrs. Cyril Quilliam were guests of the School. He has been for six years the London TIMES correspondent in Egypt and brought us first-hand information on the difficult problems of that country. In Fourth Month Dr. Kathleen Lonsdale, member of the British Quaker Mission to Moscow, told of the experiences of that group, stimulating most interesting discussions among students and faculty.

The School has acted as host also for a number of educational and community activities.

The boys have been represented in joint conferences on religion, and on education for public service, and seven Moses Brown boys were members of the Rhode Island Model Legislature, one being Lt. Governor and President of the Senate, and another, Leader of the Minority Party.

Three boys competed in the Seventh Annual Rhode Island Schools Science Fair and all received first grants in their special divisions.

On the basis of competitive oral and written examinations Foster T. Kinney, a member of the Senior Class, was chosen as one of three students to represent the Junior Alliance Française of Rhode Island at the annual meeting of the American organization. He is the second Moses Brown boy in two years to win this honor.

The faculty has been active in representing the School in their special fields, several of them being officers in their respective organizations.

Among faculty activities should be mentioned W. Jay Kennedy's music course for members of the faculty and their families, and the exhibit of paintings of Emily H. Swide, Lower School teacher of art, held at the Artists Center in Worcester.

In cooperation with the Providence Monthly Meeting the School has provided employment for Severins Priede, a handicapped Latvian Displaced Person.

On Sixth Month 5 a class of forty-eight, all of whom expect to enter college, was graduated. The Commencement speaker was Dr. James P. Adams, formerly Vice President of Brown University and more recently Provost of the University of Michigan. The Baccalaureate Service was in charge of Cornelius Krusé, a Friend, professor philosophy at Wesleyan University.

Before the opening of School in Ninth Month Moses Brown again will be host to a conference of workers of New England and New York Yearly Meetings. It is hoped that many of you who read this report will be present.

Enrollment prospects for next year are good. Excepting in one grade the enrollment in the Lower School has been completed and registrations closed. In the Upper School the situation is approximately the same as at this time a year ago.

Again the School is fortunate in anticipating only a few changes in the teaching staff.

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At its most recent meeting the School Committee approved for both Moses Brown and Lincoln a program of Annual Giving. This will provide friends of both Schools with an opportunity to make contributions which will supplement the Schools' current resources.

We wish to acknowledge with sincere appreciation the gifts of money and equipment which have been received this year. It is encouraging to have this substantial evidence of the interest and thoughtfulness of friends of the School.

For the Committee,

Respectfully submitted,

(Signed) L. Ralston Thomas

Headmaster

Sixth Month 1952

At a meeting of the Committee on Moses Brown School and Lincoln School held at Andover, Massachusetts, Sixth Month 19, 1952 at 9 p.m., the following were present: George I. Bliss, Edith L. Buffum, Ruth C. Burgess, Henry C. Foster, Phebe F. Perry, Margaret G. Sisson, Donald B. Snyder, Clerk, and Frances E. Wheeler.

The Minutes of the meeting of Fifth Month 6 were approved as circulated.

The report of the Scholarship Committee was presented by Marion S. Cole for Lincoln School and L. Ralston Thomas for Moses Brown School. The sum of $4440.00 was divided between the two Schools on the basis of the number of Friends in the Schools for the current school year: 21 at Lincoln, 13 at Moses Brown. The report was approved as presented.

There was a discussion as to the best method of presenting the "Report at Mid-Century" to the Yearly Meeting. It was agreed that the Clerk, Donald B. Snyder, should introduce and read the report and that members of the Committee should speak to such parts of it as particularly concerned them. Mimeographed copies will be made available to all at attendance at the Yearly Meeting.

Adjourned.

L Ralston Thomas

L. Ralston Thomas,

Recording Clerk

A meeting of the Executive Committee of Moses Brown School was held at Andover, Massachusetts, Sixth Month 19, 1952, following the adjournment of the regular meeting of the School Committee. There were present: Edith L. Buffum, Henry C. Foster, Margaret G. Sisson, Donald B. Snyder, Chairman, and Frances E. Wheeler, and the other members of the School Committee who were present at the meeting just adjourned.

The Headmaster outlined the general program of repairs and maintenance to be undertaken at the School this summer. These were, in general, routine items of painting, papering and minor repairs.

The Committee, on the recommendation of the Headmaster, gave specific approval to the following: (1) at 307 Hope Street, exterior painting, redecoration of the first floor apartment and such work in the second floor apartment which will be necessary when Mr. and Mrs. Cate have moved - approximately $2500. (2) For the road from Alumni Hall to Alumni Avenue and the area between the Studio and the Main Building, and the driveway to the kitchen entrance an oil and sand treatment for black surface - $1150. (3) For the tennis courts for clay for a light surfacing - $750.

Adjourned.

L Ralston Thomas

L. Ralston Thomas,
Recording Clerk

The Executive Committee of Moses Brown School met in the Headmaster's office at 2 P.M. Ninth Month 9, 1952.

There were present: Bruce M. Bigelow, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Frances E. Wheeler, Lyra G. Wolkins, Walter H. Wood. Excuses for absence were received from Edith L. Buffum, Henry C. Foster, Thomas A. Tripp, Charles H. White.

The minutes of the meeting held at Andover, Massachusetts Sixth Month 19, 1952 were approved as circulated.

The Headmaster outlined briefly the work accomplished on the plant during the summer and the prospect for the new year. (The details of this summary will appear in his report to the School Committee.)

In view of the fact that several important items will require the consideration of the School Committee at its meeting on Tenth Month 7, it was agreed to request:

(a) Marion S. Cole and L. Ralston Thomas to have their reports mimeographed and sent to the members of the Committee in advance of the meeting.

(b) To schedule luncheon for one o'clock on that day and to have it served buffet in Alumni Hall.

At the request of the Chairman the Headmaster presented a list of items to which consideration should be given in setting up a board of trustees for Moses Brown School. There was a general discussion of the kind of document which should be set up for the approval of the School Committee, and later for use by the Board of Trustees, in establishing its organization. The consensus was there should be a clear indication of the overall organization, showing the divisions of duties and spelling out clearly the financial responsibilities but leaving to the new Board of Trustees as much freedom as possible in deciding its own organization.

A committee consisting of Frances E. Wheeler, Dr. Thomas Perry, Donald B. Snyder (ex-officio) and L. Ralston Thomas, chairman, (with Bruce M. Bigelow in an advisory capacity) was appointed to set up a statement, or outline, or set of bylaws for the consideration of the School Committee. When the sub-committee has prepared its material copies are to be sent to the members of the Executive Committee for advice, comment, or criticism. If it seems necessary, the Chairman will call another meeting of the Executive Committee for Second Day evening, Tenth Month 6, at 7 o'clock.

Donald B. Snyder read the draft of a "personal letter to all living .... graduates of Moses Brown School, parents of recent Moses Brown graduates and other friends and patrons of Moses Brown School." This letter is designed to give the recipient an understanding of the School and its needs and is to be preliminary to a later appeal. There were expressions of appreciation for the fine letter and suggestions for modifications and changes. It was agreed that Donald B. Snyder would revise the material and present it for the reactions of a number of alumni and friends of the School including the officers of the Alumni Association. When the letter is ready, copies are to be sent to members of the Executive Committee for further suggestions or approval. Later it will be presented to the School Committee for its approval. It is understood that the letter, when it is sent out, will be addressed personally and will be signed by the Chairman of the School Committee.

Adjourned at 3:50 P.M.

L Ralston Thomas
Recording Clerk

A meeting of the Executive Committee of Moses Brown School was held in the Headmaster's office Tenth Month 6, 1952, at 7 p.m. There were present Bruce M. Bigelow, George I. Bliss, Edith L. Buffum, Henry C. Foster, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Frances E. Wheeler, Charles H. White. Excuses for absence were received from Thomas A. Tripp, Lyra T. Wolkins, Walter H. Wood.

The Minutes of the meeting held Ninth Month 9, 1952 were approved as circulated.

The Headmaster reported that necessary repairs on the chimneys of the main building and the Paxton-Howe cottage would cost $2228.00. This is the figure submitted by the Mid-Air Construction Company of Providence. It was agreed that this work should be done but the Headmaster was directed to secure an additional bid from a responsible company (one name being suggested.) The cost of this work is to be charged to the income of the Improvement Fund.

Ruth M. Cook, who has been a school nurse at Moses Brown since 1925, has developed a serious eye condition. Her physician has indicated that she probably will require medication for a five-month period and should not return to work for about six months. The Committee approves a leave of absence with salary until Fourth Month 1, 1953.

The Moses Brown School Pension Program became effective as of Fifth Month 1946. At that time it was recommended that after five years' experience it "be reviewed with the hope that the results will justify the modification of the plan so that room and board or rent may be included as part of the salary as a basis for computing the pension allowance." Up until this time the pension has been "based on the cash salary paid by the School and has not included the value of living, house, or other perquisites." Inasmuch as the salaries paid those who have been provided with room

and board or with house have taken into consideration these perquisites, the Committee approves the recommendation that from this date the value of living or house will, for pension purposes, be fixed at $500, and this will be added to the cash salary paid by the School in computing the amount to be received as an annual pension following retirement. The two annuitants now receiving pensions under our pension program will be eligible for this additional consideration as of this time, but it will not be retroactive.

Consideration was given to the approaching retirement of certain members of the faculty, and the Headmaster was given instruction with respect to them.

The Finance Committee, Henry C. Foster, Charles H. White, Walter H. Wood, was reappointed to serve until their successors are chosen.

The sub-committee appointed to make specific recommendations with respect to setting up a Board of Trustees for Moses Brown School presented a report. (This had previously been put in the hands of all members of the Executive Committee.) The report was approved and will be presented to the Committee on Moses Brown School and Lincoln School at its next meeting. There are obviously certain problems in connection with the School Committee representation on the Boards at Lincoln School and at Moses Brown. For the present many of the members will have to serve on the Boards of both Schools. Further consideration will be given to this problem at a later meeting.

Donald B. Snyder reported on his conference with the officers of the Alumni Association and told of the enthusiastic reception which his suggestions for their consideration had ~~been~~ received. It was recommended that the communication from the School Committee to all graduates of

the School, parents, and former patrons and to other friends of the School should consist of a piece of literature, a pamphlet containing the substance of the Report at Mid-Century, the statement with respect to the organization of the Board of Trustees of Moses Brown, and a financial statement for the fiscal year ending Sixth Month 30, 1952. This would go with a brief covering letter over the signature of the Clerk of the School Committee. There was a discussion of certain details of the material, but the Executive Committee is unanimous in its approval of the plan. It will be presented for the consideration of the Committee on Moses Brown School and Lincoln School at its next meeting. If the School Committee approves the report, the Executive Committee authorizes the expenditure of such sums as may be necessary in preparing the literature, the address lists, and the necessary mailing costs. These will not be included in the annual Budget. The Chairman of the Executive Committee, the Chairman of the Finance Committee and the Headmaster are appointed, with power, to carry out this program.

The Committee adjourned at 9:40 p.m.

Recording Clerk

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REPORT AT MID-CENTURY ON THE PRESENT STATUS AND FUTURE SERVICES OF MOSES BROWN SCHOOL AND LINCOLN SCHOOL

TO: - New England Yearly Meeting of Friends
and the patrons and friends of
Moses Brown School and Lincoln School

BY: - The Yearly Meeting Committee on
Moses Brown School and Lincoln School

On the eleventh of Eleventh Month, 1782, a lengthy document, signed by Moses Brown as Clerk, was approved at a meeting of Friends held in Providence. The document called for subscriptions "to encourage and promote the institution of a School, or Schools, for the virtuous education of our youth" and stated the reasons for such an institution. This "Appeal" resulted in the founding of the school which now bears the name of Moses Brown. No full length statement of purpose appears to have been formulated since that date.

During the past twenty-four months more than a dozen group meetings, comprising sub-committee meetings, Executive Committee meetings, and special sessions of the full School Committee have been held to consider the present status and the future service of the two Yearly Meeting Schools, Moses Brown and Lincoln. In fulfilling our obligation to the Yearly Meeting, it has seemed right to the Committee to formulate its findings for the guidance of the administration of its schools and also to inform our patrons of the principles underlying Quaker education. We have been further stimulated by the suggestion of the Friends' Council on Education that Friends schools undertake an appraisal of their objectives.

I.

At mid-century we face a shift which has taken place in our school patronage. Friends schools were designed originally to provide a religiously guarded education for their children to prepare them for the distinctive pattern of life in our Society. Friends schools and colleges today serve a predominantly non-Quaker clientele.

It is the considered belief of the Committee that the "sense of vocation," that is to say, the conviction that Friends have a distinctive contribution to make in education, ought not to be weakened by changing conditions. How are we to continue to serve the Society of Friends by educating an increasing number of Friends' children to become loyal and useful members of our Society? And how are we to communicate through our Schools the basic Friendly principles and testimonies to a wider community? Stated broadly, ours is not a sectarian task of propaganda but an obligation to make our full contribution, rooted in Quaker tradition, to our own day. We conceive our objective as three-fold:

First, the transmission of the cumulative cultural heritage of the race to the rising generation. It was this, no doubt, that George Fox had in mind when he counselled the setting up of schools to teach "whatsoever things was civill and usefull in ye creation." While there is no *Quaker* mathematics or *Quaker* Latin, the character of the teacher and the nature of his concern for the student may suffuse even the most objective discipline with imperishable values. Moreover, we believe it is of the utmost importance to maintain the principle stated by Rayner Kelsey, the author of the "Centennial History of Moses Brown School," that "spiritual ideals (shall not be) secondary to academic standards" and that "character shall pass at par with scholarship."

Second, the creation of a school community in which a socially responsible inter-dependence based on a common search for truth, respect and concern for others, and simplicity of living

shall obtain. The school community should not be isolated from the larger world, but every effort should be made to relate it to the problems of human relationship in family, community, state, and world. Here the Quaker way of seeking to resolve conflicts and tensions by finding unity at a deeper level of agreement should be constantly explored. Here, too, Friendly and other ventures in ministering to human need and facing human conflict in a warring world should be shared.

Third, and as the ultimate goal, the attainment of an inward experience of Truth in each individual student, Moses Brown proposed the founding of a school for the honoring of Truth, and his perceptive phrase has been perpetuated in the seal of Moses Brown School. It is the aim of the Committee to implement this purpose in the two schools under its care. We believe that only a "religion of veracity and spiritual inwardness" affords an adequate motivation for education. No doubt such a religion cannot be directly taught but our schools must seek to create the conditions which foster its growth.

In his introduction to the Centennial History Rufus M. Jones, who for three quarters of a century was so close to the life of Moses Brown School as student, teacher, Committee member, has expressed the imponderable and vital essence of the truly great school. "This elusive thing we call 'atmosphere,' or sometimes 'spirit,' is no 'cunningly devised fable.' No doubt some of those who pass through the school and sit on its benches fail to discover this invisible *aura* which is so real a feature of the place. ..... Those, however, who have eyes to see and ears to hear enter into the priceless heritage and share the slow accumulation of the past. A fair exterior is never enough to make a great school. No more can greatness be attained by piling up equipment, though equipment surely counts for much. Method and discipline alone cannot achieve the end, though chaos comes if they are wanting. This thing which I am calling the 'spirit' of the place, the soul of the institution, is absolutely essential... The great outstanding feature, then, I hold, of these hundred years of life has been the formation of a deep, inward spirit which lives within and pervades the school and which is the life of its life, the soul of its being." It is our purpose, so far as in us lies, to make possible the transmission of this spiritual heritage to coming generations.

II.

This priceless heritage of Quaker viewpoint and scholastic excellence which Moses Brown and Lincoln Schools today enjoy, and which we seek to perpetuate, is, in the opinion of the Committee, largely nourished and sustained by a three-fold community of interest:

1. By New England Yearly Meeting, whose faithful devotion and mature wisdom is for both Schools the anchoring tie in a troubled world.
2. By the Parents, whose belief in the principles and purposes of the two Schools provides pupils and financial support for the Schools' continued operation.
3. By the Alumni and Alumnae on whose loyalty the life of the two Schools so largely depends.

The integration of this three-fold community of interest is, in the opinion of the Committee, of the utmost importance.

The wisdom of this course is borne out by the highly successful functioning under Yearly Meeting Committee auspices of the Lincoln School Board of Trustees with approximately 16 Yearly Meeting, 7 Alumnae, and 8 Parent members. The Committee feels the need for a similar organization for Moses Brown School, and, therefore, we propose to organize a separate Board of Trustees for Moses Brown School after the general pattern of the Lincoln School Board of Trustees. The organization for the two Schools will then stand as follows:-

A. The Yearly Meeting Committee on Moses Brown School and Lincoln School

This is the committee responsible for both Schools. Decisions on broad educational policies, the buying, selling, and transferring of real estate, the incurring of indebtedness and the disposition of School funds, final approval of the annual budgets, the appointing of administrative heads of the Schools, and such other matters which affect the relationship of the two Schools (one with another and with the Yearly Meeting) are subject to ratification by the Yearly Meeting Committee.

B. Two Subsidiary Committees

1. To promote the best interests of Lincoln School a Board of Trustees, 24 or more members, chosen from parents, alumnae and friends, a majority of whom shall be members of the Yearly Meeting Committee on Moses Brown School and Lincoln School.

2. To promote the best interests of Moses Brown School a Board of Trustees, 24 or more members, chosen from parents, alumni and friends, a majority of whom shall be members of the Yearly Meeting Committee on Moses Brown School and Lincoln School.

The Committee is fully aware that independent schools in all parts of the country are increasingly confronted with changing conditions, requiring broad appraisal and the active participation of parents and alumni which the above organizational plan is designed to foster.

The Executive Committee of the Committee on Moses Brown School and Lincoln School is, therefore, instructed to work out the details of a plan for implementing these recommendations, and to submit their plan for approval at a special meeting of the Committee on Moses Brown School and Lincoln School to be held at the opening of school in the fall of 1952.

Approved unanimously by the

Committee on Moses Brown School and Lincoln School

Moses Bailey
Bruce M. Bigelow
George I. Bliss
T. Dwight Boole
Charles F. Brown
Edith L. Buffum
Ruth C. Burgess
Franklin K. Fite
Henry C. Foster
Richard M. Gummere
Mary Hoxie Jones
Phebe F. Perry
Thomas Perry, Jr.
Gren O. Pierrel
Alexander C. Purdy
Margaret G. Sisson
Donald B. Snyder
Virginia Townsend
Thomas A. Tripp
William Webster
Frances E. Wheeler
Charles H. White
Lyra T. Wolkins
Walter H. Wood

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

NORMAN S. TABER

Norman S. Taber, for many years a member of this School Committee, died in Orange, New Jersey Seventh Month 15, 1952 at the age of 62. He had had a notable career and at the time of his death he was managing director of the U.S. Council of International Chambers of Commerce, having served previously as budget director of the Economic Cooperation Administration of the U.S. Government.

Following his graduation from Brown, he won a Rhodes Scholarship and studied at Oxford University. During his undergraduate years at Brown he was active in both athletic and non-athletic organizations, was a member of the 1912 Olympic team, and in 1915 he set a world's record mark for the mile, a mark which stood for eight years.

He held numerous directorships in internationally known financial firms as well as managing his own firm of Norman S. Taber & Company in New York. He was a life trustee of Brown University and active in its affairs.

With all of these interests he served the New England Yearly Meeting of Friends in several important capacities. He was a member of the Board of Managers of Investments and Permanent Funds and for some years its treasurer.

He was one of the three original trustees of the Lynn Preparative Meeting Realty Trust and contributed much to the work of this committee until his business took him out of New England.

He was a member of the Moses Brown School Committee from 1920 to 1946 and was to a considerable extent responsible for the negotiations which resulted in the acquisition of the Lincoln School by the New England Yearly Meeting of Friends. Later he served as treasurer and trustee of Lincoln School.

Because he no longer resided in New England and his business activities made it impossible for him to participate actively in the affairs of the School, he has not been a member of the Committee for some years, but he never lost his interest in our Schools and was always ready to advise and assist them in all possible ways.

All of us who knew him intimately are grateful for the years of service and for the substantial contributions which he made to Lincoln and to Moses Brown, and to the Yearly Meeting.

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Committee on Moses Brown School and Lincoln School:

During the week previous to the formal opening of School there was a conference at Moses Brown of New England and New York Yearly Meeting workers. Russell Brooks directed and participated in the leadership and it was, from all reports, most successful. From the point of view of those of us at School it was altogether a pleasant experience. There were approximately forty workers in residence and some of the meetings were attended by as many as sixty interested Friends. The School provided dormitory accommodations and meals at a nominal fee agreed upon by Russell Brooks and the Headmaster.

The faculty returned over the week end, and on Second Day evening Ninth Month 15th, as has been the custom for several years, there was a joint Moses Brown and Lincoln School staff meeting. Russell Brooks again cooperated with us by speaking to the group on some of the high lights of the Friends World Conference.

Two representatives of the School, Dwight E. Knox and Leo H. Cole, attended the conference for teachers at Pendle Hill. Although this conference is designed especially for those who are beginning to teach in Friends Schools, it has been our policy not to restrict our representation to these men and women. It is our hope that eventually all members of the staff will have the privilege of these stimulating conferences.

Classes began formally on Ninth Month 17 with practically the same over-all enrollment as a year ago. There is a total of 393, of whom 189 are in the Lower School and 204 in the Upper School. The Upper School house has eight fewer boys than a year ago and the day group is larger by nine boys. All grades in the Lower School are at capacity, as is the Upper School day enrollment. There are twelve Friends.

There are three new full-time teachers and one new assistant, a very small change in a faculty the size of ours. With the retirement of Samuel H. Waughtel as Athletic Director and teacher of Latin, it was necessary to secure a young man of considerable experience to supervise the extensive physical education and sports program. Ronald F. MacLeod has been appointed to the position. He is a graduate of Colby College and has studied at the University of Maine. He has had experience teaching in Maine, St. Johnsbury, Vermont, and Faribault, Minnesota. In addition to the athletic program he will teach three classes in elementary French.

Patrick L. R. Clarke will teach English. He graduated from St. Michael Hall Teachers Training College in England and has taught in this country in New Hampshire, New Jersey, and at the Bement School in Deerfield, Massachusetts.

Gordon P. MacDowell has been appointed to the Mathematics Department, assigned work with the First, Second, and Fourth Forms. He is a graduate of Massachusetts Institute of Technology and has taught at Lakemont and at Thayer Academy. These men replace Scott T. Pike and David F. Clapp, both of whom resigned to undertake further graduate study.

Mrs. George G. Kenyon, who has been on the staff of the Wheeler School for three years, will assist in the First Primary Grade.

Moses Brown for many years has been most fortunate in the stability of its staff, and with the addition of these experienced teachers there is every reason to believe that the spirit of the School and the quality of the work will be maintained at a high level.

Ruth M. Cook, who for more than twenty-five years has rendered such splendid service as resident nurse in charge of our Infirmary, has not yet been able to return to School this fall. She has had a painful eye condition for some time and is under treatment for it. Mrs. Lydia Howe*, R.N., has been secured as a substitute until Ruth Cook is able to resume her duties.

William Paxton, head of the English department, has again prepared the October Study Plan for the Atlantic Monthly Magazine. The men chosen for this important project are outstanding in their field and his selection reflects credit on him and on the School.

At the Commencement Exercises in Sixth Month the Clerk, Donald B. Snyder, presented, in the name of the Committee, a resolution expressing its appreciation to Samuel H. Waughtel on his retirement after forty years of service. Several members of the Committee have been interested in having a copy of this resolution. After appropriate introductory remarks Donald Snyder gave Samuel Waughtel a leather case with the following statement embossed on parchment:

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*Miss May MacLeod replaced Mrs. Howe 9/52-4/53

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

SAMUEL HARRISON WAUGHTEL

1912-1952

To you so many sons and daughters of the Moses Brown School owe a loving appreciation of the classics and the enduring memory of sterling qualities.

Your enthusiasm for the humanities has been caught to a rare degree by your students and abides forever with them as a joy and inspiration.

Your genial and understanding interest in youth has constantly stimulated the sons of Moses Brown to exert themselves to their utmost, thereby to attain outstanding athletic prowess.

A grateful school wishes to recognize your preëminent achievements, your loyal service of forty years, the full measure and over-flowing of a life dedicated to the building of character, and the noble tradition which will be always associated with your name.

On behalf of the Committee on Moses Brown School
Donald B. Snyder
6/5/52
Clerk

The only significant change in the teaching program is the inclusion of the Latin with the modern foreign languages as one department. Arthur W. Cate, who has been head of the modern foreign languages, will assume the responsibility for the supervision of all the foreign language, ancient and modern, and will himself teach the advanced work in Latin.

Summer Work - There were three major summer projects this year. The road from the southeast corner of Alumni Hall to Alumni Avenue has been a problem for many years. It was not built to stand the wear and tear of modern traffic and consequently the maintenance costs in labor have been high. Fortunately there was a good foundation. It has been covered with hard black-top surfacing. Included in the contract was the service drive to the kitchen, the area between the main building and the studio and the drive to it, and the roads leading to the barn. It is a great improvement and will to a considerable extent reduce noise, dust, and maintenance, as well as improve the attractiveness of that approach to the

School. The black-top platform at the southwest corner of the Lower School has been resurfaced, and a new cement landing built at the foot of the steps of the Upper School Gymnasium.

Middle House hallways have been completely redecorated, as has been the Boys' Sitting Room. The change from an institutional brown to a very light ivory has been most pleasing. All of this work was done by our own men.

The house at 307 Hope Street has been painted (two coats), the first floor apartment has been completely redecorated and provided with an additional lavatory. In the upstairs apartment the floors have been refinished, some painting and papering has been done, and the kitchen plumbing modernized. Arthur and Mrs. Cate, who have lived upstairs ever since we acquired the house, now occupy the first-floor apartment and Ronald MacLeod and his family have moved into the upstairs apartment.

The routine papering, painting, and general maintenance of the dormitories, classrooms, etc. has not differed much from other years.

Cold Lunches - Last year, on an experimental basis, the School, at the request of a number of parents and of the Executive Committee of the Parents Council, made arrangements for about a dozen Lower School boys to carry their lunches to School. Provision was made for these boys at a separate table in the dining room. This program was designed to assist parents who had commuting problems and those for whom the luncheon charge was a burden. There was no doubt that for a few parents it was a desirable and much appreciated arrangement. On the other hand, a few parents felt that the School was discriminating by limiting the plan to those who had real need. With the approval of the Parents Council the cold lunches have been discontinued and we have returned to the old policy of requiring a boy either to eat at home or to have the noon meal in the school dining room. In the very few cases where this might prove to be a hardship, special provision will be made for the children.

Finances - The balance sheet as of 6/30/52, the statement of income and expenditures with the budget comparison and schedules for the year, 7/1/51 to 6/30/52, and the cash account for the same period will be presented at the meeting of the Committee. These indicate a much more satisfactory situation for last year than could have been anticipated in the fall when

the budget was made up. This improvement is due both to an increase in the income and a considerable saving in two or three departments. Instead of the anticipated deficit there was a small surplus. On a budget as large as ours this is a narrow margin, but a most satisfactory one.

Respectfully submitted,
L Ralston Thomas
Headmaster

(This report was mimeographed and circulated before the meeting and not read at the meeting, 10/7/52)

The regular fall meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall Tenth Month 7, 1952, at 10 a.m. The following members were present: Moses Bailey, Bruce M. Bigelow, George I. Bliss, T. Dwight Boole, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Phebe F. Perry, Thomas Perry, Jr., Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Thomas A. Tripp, William Webster, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood. Excuses for absence were received from Franklin K. Fite, Henry C. Foster, Richard M. Gummere, Mary Hoxie Jones, Gren O. Pierrel.

The Minutes of the meeting held Sixth Month 19, at Andover, were approved as circulated.

The Clerk, Donald B. Snyder, in his introductory remarks defined his conception of the fundamental principles underlying the responsibilities of the Committee in charge of the two Schools.

At the request of the Clerk, Marion S. Cole read the excellent letter which has been prepared for the parents of the Upper School girls at Lincoln. From this there developed a discussion of the obligations of the Schools to the minority groups, particularly Negroes. It is the consensus of the group that the members of the Committee and the administrative heads of the Schools should be aware of their responsibilities in this matter as members of the Society of Friends.

The Committee directed that the annual budget of Moses Brown School, when it has been approved by the Finance Committee, should be referred for final approval to the Executive Committee.

The financial statements of Moses Brown School and Lincoln School for the fiscal year ending Sixth Month 30, 1952, were presented. The Headmaster and the Headmistress read certain significant figures. The reports are available to any members of the Committee who may wish to see them in detail.

Frances E. Wheeler, Chairman of the Nominating Committee, presented the report of the committee for the year 1952-1953. This was approved and the following officers and committees were appointed:

Clerk: Donald B. Snyder
Recording Clerk: L. Ralston Thomas
Executive Committee: Donald B. Snyder, Bruce M. Bigelow,
    George I. Bliss, Edith L. Buffum, Henry C. Foster,
    Alexander C. Purdy, Margaret G. Sisson, Thomas A. Tripp,
    Frances E. Wheeler, Charles H. White, Lyra T. Wolkins,
    Walter H. Wood
Trustees of Lincoln School: Moses Bailey, George I. Bliss,
    Charles F. Brown, Edith L. Buffum, Ruth C. Burgess,
    Franklin K. Fite, Mary Hoxie Jones, Phebe F. Perry,
    Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy,
    Margaret G. Sisson, Donald B. Snyder, L. Ralston Thomas,
    Virginia Townsend, Frances E. Wheeler, Charles H. White,
    Lyra T. Wolkins, Walter H. Wood.
Scholarship Committee: Edith L. Buffum, Frances E. Wheeler,
    Marion S. Cole, L. Ralston Thomas

10/7/52-M2

Excerpts from the Minutes of the Executive Committee were read:

> "The Moses Brown School Pension Program became effective as of Fifth Month 1946. At that time it was recommended that after five years' experience it 'be reviewed with the hope that the results will justify the modification of the plan so that room and board or rent may be included as part of the salary as a basis for computing the pension allowance.' Up until this time the pension has been 'based on the cash salary paid by the School and has not included the value of living, house, or other perquisites.' Inasmuch as the salaries paid those who have been provided with room and board or with house have taken into consideration these perquisites, the Committee approves the recommendation that from this date the value of living or house will, for pension purposes, be fixed at $500, and this will be added to the cash salary paid by the School in computing the amount to be received as an annual pension following retirement. The two annuitants now receiving pensions under our pension program will be eligible for this additional consideration as of this time, but it will not be retroactive."

The Executive Committee recommended acceptance of the report prepared by a sub-committee defining duties, privileges, and procedures in setting up a Board of Trustees for Moses Brown School. There was general discussion of the details of the organization. It was approved with certain modifications. The final draft follows:*

"In Fifth and Sixth Months, 1952, the Committee on Moses Brown School and Lincoln School recommended to the New England Yearly Meeting of Friends, and the Yearly Meeting approved, the establishment for Moses Brown School of a Board of Trustees after the general pattern of the Board at Lincoln School.

Moses Brown School and Lincoln School are not in themselves corporate entities. The corporation is the New England Yearly Meeting of Friends which holds title to the property and to the funds of the two Schools, and is, in the final analysis, responsible for both Schools. The Committee on Moses Brown School and Lincoln School is appointed by the Yearly Meeting to conduct the Schools. It is the desire of this Committee to share its responsibilities with the parents and alumni and friends of the Schools. These are the three groups whose loyalty and belief in the principles and purposes of the Schools have provided their support. It is therefore proposed to set up a Board of Trustees for Moses Brown School consisting of twenty-five members to be chosen as follows:

(1) Thirteen from the Committee on Moses Brown School and Lincoln School from its Yearly Meeting membership. These would be appointed annually by the School Committee at its regular fall meeting.

(2) Three from the Alumni Association. The President of the Alumni Association would be ex-officio a member of the Board and would serve for one more year after his term of service as President. The current President and the Ex-President would

* See Minutes of Special Meeting held 10th mo. 7th 1952

L.K.T.

11th " 19?

10/7/52-M3

therefore constitute two of the alumni representatives. The third member would be chosen by the Alumni in a manner to be determined by them. If either of the Presidents cannot serve, the Board may elect a substitute.

(3) Two from the Parents Council. The Chairman of the Parents Council would be, ex-officio, a member of the Board, and would serve for one more year after his term of service as Chairman. If either of the Chairmen cannot serve, the Board may elect a substitute.

(4) Seven to be selected from the alumni, parents and friends of the School by the Board of Trustees. These members would be chosen by the Board itself for terms of three years.

Some modification of the above will be necessary in the beginning.

The Board of Trustees will set up its own organization, appoint its officers and committees, determine their duties, terms of service, and be responsible for the current management of the School. The Executive Committee shall, however, have a majority of members of the School Committee.

As the New England Yearly Meeting of Friends is the legal corporation, "decisions on broad educational policies, the buying, selling, and transferring of real estate, the incurring of indebtedness and the disposition of school funds, final approval of the annual budgets, the appointing of the administrative heads of the Schools, and such other matters which affect the relationship of the two Schools (one with another and with the Yearly Meeting) are subject to ratification by the Yearly Meeting Committee."

It is recommended also that:

The Committee on Moses Brown School and Lincoln School shall meet regularly each fall in Tenth or Eleventh Month, this meeting to be preceded by meetings of the Lincoln School Board of Trustees and Moses Brown Board of Trustees in the afternoon and evening respectively.

The regular spring meeting of the Committee on Moses Brown School and Lincoln School shall be held in Fifth Month and that regular meetings of the Boards of Trustees shall be held in Fourth Month.

The Board of Trustees shall determine what other regular and special meetings they may require.

The Chairman of the Moses Brown Board of Trustees and the Chairman of the Lincoln School Board of Trustees shall meet with the Committee on Moses Brown School and Lincoln School at its regular meetings.

At the regular spring meeting the chairman of each Board of Trustees shall make an annual report."

The Nominating Committee is requested to report to the Executive Committee its recommendations of the thirteen members of the Committee on Moses Brown School and Lincoln School who are to be designated to serve on the Board of Trustees of Moses Brown School. The Executive Committee will act for the School Committee in making the appointments this year.

Donald B. Snyder reported on his conference with the officers of the Alumni Association and told of the enthusiasm with which they received the suggestion that a communication should be sent from the Committee on Moses Brown School and Lincoln School to all graduates of Moses Brown School, parents and former patrons, and to other friends of the School. After a general discussion it was agreed that there should be a pamphlet containing the substance of the Report at Mid-Century, a statement with respect to the organization of the Board of Trustees at Moses Brown, a financial statement for the fiscal year ending Sixth Month 30, 1952. This will be sent with a brief covering letter over the signature of the Clerk of the Committee.

The Chairman of the Executive Committee, the Chairman of the Finance Committee, and the Headmaster are appointed, with power, to carry out this program. Authority is given for the expenditure of such sums as may be necessary for preparing the literature, the address lists, and the necessary mailing costs.

Several members spoke of their pleasure in receiving the reports of the Headmaster and the Headmistress in advance of the meeting. The Committee directed that this procedure should be followed in the future.

The meeting adjourned at 12:50 and a buffet luncheon was served in the Hall at one o'clock.

L Ralston Thomas
Recording Clerk

A special meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall, Moses Brown School Fourth Day, Eleventh Month 19, 1952.

The Clerk, Donald B. Snyder, called the meeting to order at 10:05 a.m. There were present, in addition to the Clerk: Moses Bailey, George I. Bliss, Charles F. Brown, Ruth C. Burgess, Franklin K. Fite, Henry C. Foster, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Margaret G. Sisson, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Marion S. Cole, L. Ralston Thomas. Regrets for absence were received from Bruce M. Bigelow, Edith L. Buffum, Richard M. Gummere, Alexander C. Purdy, Virginia Townsend, Thomas A. Tripp, William Webster, Walter H. Wood.

The Minutes of the regular fall meeting held Tenth Month 7, 1952, were approved as circulated.

The Clerk read letters from Ottilie Taber (expressing her appreciation for the Committee's tribute to Norman S. Taber), and Ruth M. Cook (thanking the Committee for the leave of absence with salary which has been granted her).

The meeting of the School Committee held Tenth Month 7th approved the recommendations of the Executive Committee with regard to the establishment of a Board of Trustees at Moses Brown School in accordance with recommendations contained in the Mid-Century Report.

After studying the Minutes of the meeting held Tenth Month 7th, Ruth C. Burgess wrote members of the Committee expressing her desire for further discussion and consideration of the Executive Committee's report. This special meeting was called as a result of that concern.

In introducing the subject the Clerk said that he believed the Committee was united in its intent but that misunderstandings may have arisen because of differences in interpretation of language and failure to have as full and

complete a discussion as there should have been. He informed the Committee that in order to make sure the language of the statement completely protected the prerogative of the Yearly Meeting and the School Committee, he and the headmaster had consulted an attorney, Winslow Osborne, with respect to the legal aspects of it. The attorney's suggestions were included in a revised draft which the Clerk had sent to all members of the Committee before this meeting.

At the Clerk's request, Ruth Burgess indicated the particular items about which she was concerned. There followed a general discussion in which it appeared the Committee was unanimous in its desire to set up a Board of Trustees at Moses Brown School, similar to the Board of Trustees at Lincoln School, as provided in the Mid-Century Report.

How to describe the purpose and functioning of the Board of Trustees was carefully considered with all members of the Committee contributing to the discussion. It was felt that the use of the word "advisory," which had been suggested in connection with the activity of the Board, did not meet the need of the situation. The final draft as amended and approved by the Committee contains the following explicit statement of the purpose for which the Board of Trustees is being established:-

> "The broad purpose of the Board of Trustees shall be to promote the best interests of Moses Brown School; it shall concern itself primarily with questions relating to the current management of the School."

The final draft as amended and approved by the Committee contains the following four provisions to safeguard the authority of the Yearly Meeting and the School Committee in the conduct of Moses Brown School:

1. Since the New England Yearly Meeting of Friends is the legal corporation for Moses Brown School, the authority of the Yearly Meeting and the Yearly Meeting Committee

on Moses Brown School and Lincoln School to deal with the affairs of Moses Brown School shall not be limited by the installation of a Board of Trustees as provided above.

2. It is expressly understood that decisions on broad educational policies, the buying, selling, and transferring of real estate, the incurring of indebtedness and the disposition of school funds, final approval of the annual budget, the appointing of the Headmaster, and such other matters which affect the relationships of the two Schools (one with another and with the Yearly Meeting) shall be reserved to the School Committee.

3. The Board of Trustees for Moses Brown School shall consist of 25 members, 13 to be Yearly Meeting Members of the Committee on Moses Brown School and Lincoln School.

4. A majority of the Executive Committee of the Board of Trustees shall be members of the School Committee.

A number of minor changes in language were also made throughout the draft of the report and one section in the recommendations at the end of the report was eliminated. Finally the report was read and approved paragraph by paragraph and the Committee appeared to be united in the final approval of the whole report as amended. It follows:

Report of the Executive Committee of the Committee on Moses Brown School and Lincoln School, as amended and approved by the School Committee.

"In Sixth Month, 1952, the Committee on Moses Brown School and Lincoln School recommended to the New England Yearly Meeting of Friends, and the Yearly Meeting approved, the establishment for Moses Brown School of a Board of Trustees after the general pattern of the Board at Lincoln School.

"Moses Brown School and Lincoln School are not in themselves corporate entities. The corporation is the New England Yearly Meeting of Friends which holds title to the property and to the funds of the two Schools, and is responsible for both Schools. The Committee on Moses Brown School and Lincoln School is appointed by the Yearly Meeting to conduct the Schools. It is the desire of the School Committee to share its responsibilities with the parents and alumni and friends of the Schools. These are the three groups whose loyalty and belief in the principles and purposes of the Schools have provided their support. It is therefore proposed to set up a Board of Trustees for Moses Brown School consisting of twenty-five members to be chosen as follows:

(1) Thirteen to be Yearly Meeting members of the Committee on Moses Brown School and Lincoln School. These shall be appointed annually by the School Committee at its regular fall meeting.

(2) Three to represent the Alumni Association. The President of the Alumni Association shall be a member of the Board of Trustees and shall serve for one year after his term of service as President. The current President and the Ex-President would therefore constitute two of the alumni representatives. The third member shall be chosen by the Alumni in a manner to be determined by them. If either of the Presidents cannot serve, the Board of Trustees may elect a substitute.

(3) Two to represent the Parents Council. The Chairman of the Parents Council shall be a member of the Board of Trustees, and shall serve for one more year after his term of service as Chairman. If either of the Chairmen cannot serve, the Board of Trustees may elect a substitute.

(4) Seven to be selected from the alumni, parents and friends of the School by the Board of Trustees. These members shall be chosen by the Board of Trustees for terms of three years.

"Some modification of the above will be necessary in the beginning.

"The broad purpose of the Board of Trustees shall be to promote the best interests of Moses Brown School; it shall concern itself primarily with questions relating to the current management of the School. The Board of Trustees shall set up its own organization, appoint its officers and committees, and determine their duties and terms of service. A majority of the Executive Committee of the Board of Trustees shall be members of the School Committee.

"However, since the New England Yearly Meeting of Friends is the legal corporation for Moses Brown School, the authority of the Yearly Meeting and the Yearly Meeting Committee on Moses Brown School and Lincoln School to deal with the affairs of Moses Brown School shall not be limited by the installation of a Board of Trustees as provided above. Moreover, it is expressly understood that decisions on broad educational policies, the buying, selling, and transferring of real estate, the incurring of indebtedness and the disposition of school funds, final approval of the annual budget, the appointing of the Headmaster, and such other matters which affect the relationship of the two Schools (one with another and with the Yearly Meeting) shall be reserved to the School Committee.

"It is also recommended that:

"The Committee on Moses Brown School and Lincoln School shall meet regularly each fall and spring, these meetings to be preceded by meetings of the Lincoln School Board of Trustees and Moses Brown School Board of Trustees.

"The Chairman of the Moses Brown School Board of Trustees and the Chairman of the Lincoln School Board of Trustees shall meet with the Committee on Moses Brown School and Lincoln School at its regular meetings.

"At the regular spring meeting of the School Committee the Chairman of each Board of Trustees shall make an annual report."

Attention was called to the need for some additional members for the Committee on Moses Brown School and Lincoln School in order to provide proper representation on the two Boards of Trustees without requiring all members of the Committee to serve on both Boards. The Nominating Committee should consider this matter before the regular meeting in Fifth Month and bring in their recommendations to be forwarded to the Yearly Meeting.

Frances E. Wheeler, reporting for the Nominating Committee, presented the following list of members of the Moses Brown School and Lincoln School Committee to serve on the Moses Brown Board of Trustees. This report was approved and the members appointed as follows:

Moses Bailey, Charles F. Brown, Edith L. Buffum, Franklin K. Fite, Henry C. Foster, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Charles H. White, Walter H. Wood.

The meeting adjourned at 12:45. A buffet luncheon was served in Alumni Hall.

Recording Clerk

A meeting of the Executive Committee of Moses Brown School was called to order by the Chairman, Donald B. Snyder, fifth day, First Month 22, 1953, at four o'clock in the Headmaster's office. In addition to the chairman there were present: Edith L. Buffum, Charles H. White, L. Ralston Thomas. Excuses for absence were received from Henry C. Foster, Alexander C. Purdy, Margaret G. Sisson, Lyra T. Wolkins, Walter H. Wood.

At the beginning of the meeting there were expressions of our sense of loss in the deaths of Lucia A. Wheeler and Thomas A. Tripp. The Headmaster was asked to follow the usual custom of presenting memorials when he makes his report to the School Committee in Fifth Month.

Donald B. Snyder will write Mrs. Floyd Cary to express the Executive Committee's sense of loss in the death of her father. Thomas A. Tripp had been for many years an active and helpful member of this committee.

The minutes of the meeting of the Executive Committee held Tenth Month 6, 1952, were read and approved as circulated.

There was a general discussion of the procedures to be used in setting up the Board of Trustees for Moses Brown School, thus implementing the action of the School Committee on Eleventh Month 19, 1952. It was pointed out that provision already had been made for the thirteen members appointed by the Committee on Moses Brown School and Lincoln School. The president of the Alumni Association and the chairman of the Parents' Council have been elected and the other representatives of these groups are to be determined by the groups themselves. This leaves seven members to be chosen by the Board of Trustees. In order to facilitate the organization it is proposed that

this Executive Committee appoint a Nominating Committee which would report to the first meeting of the new Board of Trustees to be held immediately after the School's spring vacation, i.e., between the 7th and 10th of Fourth Month if possible. The nominations could be confirmed at that meeting; the new members could take their places, and the Board could be formally organized. Inasmuch as the nominating committee will be composed of representatives of the three groups on the Board of Trustees, some thought might properly be given also to the officers and committees as well as to the names of the seven new members.

The names of the following were approved for the Nominating Committee: Thomas Perry, Jr., Margaret G. Sisson, Charles H. White, William E. Smith, Chairman of the Parents' Council, Achille G. Vervena, President of the Alumni Association, Donald B. Snyder, ex-officio and convener, L. Ralston Thomas, to serve with the committee.

The Recording Clerk was directed to send a copy of these Minutes to those members of the Executive Committee not present at this meeting and ask for their specific approval of this procedure, following which he is to communicate with those members of the Board of Trustees appointed by the Committee on Moses Brown School and Lincoln School, and ask for their approval also.

This procedure is recommended in order to obviate the necessity of calling a special meeting of those now under appointment to the Board, at which meeting the sole business would be the appointment of a nominating committee.

The Finance Committee report was made by Charles H. White. It was recommended that the Budget as submitted be approved and the sum of $1500, the cost of surfacing the road to Alumni Avenue and the black-top platform at the Lower School building, be charged to the income from the Improvement Fund.

A letter from the Providence Monthly Meeting was read. This expressed the appreciation of the Meeting to the Headmaster and the School Committee "for all past favors which have had so much to do with our present state of satisfaction and happiness as we work and worship in our new Meeting House."

The letter said further, "We hereby offer the use of the Meeting House to Moses Brown School for any functions suitable to such a building. If such a need occurs, arrangements may be made through the Clerk." This letter will be brought to the attention of the School Committee at its next meeting.

The Headmaster reported on the following items:

Financial aid blanks - The Executive Committee at Lincoln School has instructed Miss Cole and the treasurer to prepare a new form which would require more specific information from applicants for financial aid. This will be done in collaboration with the Headmaster at Moses Brown who is authorized to take whatever action seems desirable in improving our own blanks and in making our procedures approximate those at Lincoln School.

Cold Lunches - A few parents, through the Parents' Council Executive Committee, have urged the School to permit their children to bring cold lunches rather than to take the meal served at School or to go home for luncheon as is now required. This committee believes that this is a question of general school policy and that we should adhere to our present arrangement, but with the provision that where it is a question of health or real financial burden, the matter will be taken care of on an individual basis.

The following gifts to the School were reported:

$500 by Mr. Paul Levinger, but presented anonymously, one of several gifts which he has already made to the School. Approval was given to making this an addition to the Library Fund.

Warm-up Suits for the swimming team, at a cost of approximately $250, presented by Mr. Milton Leand, with the request that there be no publicity.

From Frederick C. Tanner, another patron of the School, a large Atlas Wood Lathe (38" between centers) and set of tools for it.

Mr. Max Leach, of the Leach Machinery Company, asked that he might be permitted to present the complete list of accessories for the lathe, and we have received them.

Loan: In order that the boys and staff might be able to watch the inauguration ceremonies and attendant activities, Mr. Benjamin R. Albert loaned the School two twenty-seven inch Admiral Television Sets. They were beautiful and efficient sets and contributed much to working out a most successful experiment.

These men have all been thanked by the Headmaster and members of the staff. The Committee wishes also to express its appreciation for the generosity of our friends.

L Ralston Thomas
Recording Clerk

A meeting of the Executive Committee of Moses Brown School was held at the School Second Month 26, 1953. Donald B. Snyder, the Chairman, called the meeting to order at 4 P.M. There were present in addition to the Chairman, George I. Bliss, Henry C. Foster, Margaret G. Sisson, Charles H. White, Lyra T. Wolkins, Walter H. Wood. Excuses for absence were received from Bruce M. Bigelow, Edith L. Buffum, Alexander C. Purdy, Frances E. Wheeler.

The minutes of the meeting held First Month 22nd were approved as circulated.

Financial Aid Blank

The new "Financial Aid" blank is in the hands of the printer. The essential difference between the new blank and the one which has been in use for a number of years, is the specific request for a statement of a family's income for those who are making requests for financial assistance on the tuition or on the board and tuition.

Teacher Retirement

Elsie E. Chappell and Marion P. Pixley reach the normal retirement age as of Sixth Month 30, 1953. The former will definitely retire at that time; Marion Pixley has asked to be permitted to continue for one more year. Under our retirement arrangement this may be done by unanimous agreement of the Committee and the administration. There are a number of aspects to this situation and the matter will be considered further at the next meeting of the Executive Committee.

Association of Independent Schools of Rhode Island

It was reported that there had been formed an Association of Independent Schools of Rhode Island. L. Ralston Thomas is president and Marion S. Cole is a member of the executive committee. Representatives of the Association will discuss with the State Board of Education the question of the length of the school year, which the Board has raised,

and the secondary school division of the Association will work with the New England Association of Colleges and Secondary Schools in the new program of accreditation.

Grindle Point

The question of what disposition should be made of our property on Islesboro, Maine, has been under discussion for some time by members of the faculty who have been most intimately associated with this project. It is their considered opinion that the property should be sold and the Executive Committee concurs in this decision. It is therefore the recommendation of this Committee that the property be placed on sale. In order that the matter may be expedited the Headmaster is directed to draft a letter to all members of the School Committee asking their approval of this decision; the letter first to be submitted to the Chairman, Donald B. Snyder, for his approval. A committee consisting of Charles H. White, Henry C. Foster, and the Headmaster was appointed to assume the responsibility for the arrangements for the sale when proper authorization has been secured.

Board of Trustees

At a meeting of the Executive Committee on First Month 22nd certain decisions were reached for implementing the action of the School Committee in setting up a Board of Trustees for Moses Brown School. There was an objection to this procedure. Consequently it has been taken up again for further consideration and discussion in detail. This Committee (save Henry Foster) approves the action taken at the last meeting with regard to the procedures for establishing the new organization, and directed that the nominating committee appointed First Month 22 for the purpose of recommending the names of new members, proceed.

L Ralston Thomas
Recording Clerk

By action of the Executive Committee of Moses Brown School on First Month 22, 1953, and confirmed at a meeting on Second Month 26, 1953, a special committee was appointed to bring in to the Board of Trustees recommendations for non-Yearly Meeting membership on the Board. Those named were: Dr. Thomas Perry, Jr., Margaret G. Sisson, Charles H. White, William E. Smith (Chairman, Parents' Council), Achille G. Vervena (President, Alumni Association), Donald B. Snyder, ex-officio and convener, L. Ralston Thomas to serve with the committee.

This committee met in the Headmaster's office Thursday evening, March 12, at eight o'clock. Donald B. Snyder gave a brief resumé of the actions already taken and outlined the status of the committee and the work for which it has been appointed. Dr. Thomas Perry, Jr. was chosen chairman of this nominating committee.

There was a discussion of the considerations involved in selecting a truly representative group. It was agreed that there should be a spread in ages; that both men and women should have places on the Board; that consideration should be given also to the various groups represented in the student body; that once the Board is functioning, appointment of new members should be made for a three-year term. It was recognized that in the beginning, in order to provide for proper rotation, approximately one third should be appointed for one year; one third for two, and one third for three-year terms. It was suggested, also, that this committee might properly recommend to the Board of Trustees that after a three-year term of service, there should be no reappointment until a year had elapsed.

All members of the committee had names to suggest for consideration. These are listed below. Additional names may be added to this list as members have recommendations to make. The next meeting will be held in the Headmaster's office at 8 P.M. on Wednesday, March 25th. Please note change in time.

Frederick A. Ballou, Jr.	#	
Bruce M. Bigelow	x	
T. Dwight Boole	#	
Frederic L. Chase, Jr.	#	*
Benjamin L. Cook, Jr.	#	*
Dr. Frank B. Cutts	#	*
Mrs. Frank B. Cutts	#	
Foster B. Davis, Jr.	#	*
William B. Farnsworth	#	*
Felix Ferraris	x	
Hovey T. Freeman, Jr.		*
Mrs. Hovey T. Freeman	#	
Mrs. R.H.I. Goddard, Jr.	#	
William B. Greenough, Jr.	#	*
Howard Huntoon	#	*
E. John Lownes, Jr.	#	*
Felix A. Mirando	#	
David C. Scott, Jr.	#	*
Clarence E. Sherman	#	
Mrs. Edwin F. Sherman, Jr.	#	
Philip B. Simonds, Jr.		*
John W. Steere	#	*
Frederick C. Tanner	#	
William Webster	#	
Charles Williamson	x	
ALUMNAE		
Dorothy Gifford '18		*
Mrs. W. Ronald Gill (Bernice Mott, '26)	#	*
Mrs. Edwin L. Howell (Dorothy Steere, '23)	#	*

* Graduates
# Parents
x Friend of School

L Ralston Thomas
Recording Clerk

A meeting of the special committee appointed to bring in to the Board of Trustees recommendations for membership on the Board was held Third Month 25th. Those present were: Dr. Thomas Perry, Jr., Chairman, Margaret G. Sisson, William E. Smith, Achille G. Vervena, L. Ralston Thomas. An excuse for absence was received from Charles H. White.

Consideration was given to the problem of selecting those who appear to be best qualified for places on the Board. It was agreed that Benjamin L. Cook, Jr., a former chairman of the Parents' Council, might properly serve as a Council representative in the absence of the immediate past chairman. William H. Edwards, who was the acting president of the Alumni Association until the formal organization last year, would, as the immediate past president, represent the Association. A third member will be chosen by the Association.

After careful consideration two lists were set up as indicated below. These will be reviewed at the next meeting at which time additional names may be submitted for consideration. It was agreed that it would probably be desirable to select seven persons, with three alternates, in order to make provision for any who for one reason or another might not be able to serve.

Benjamin L. Cook, Jr. - Parents
William H. Edwards - Alumni

Bruce M. Bigelow
William B. Farnsworth
Frederick C. Tanner
Mrs. Edwin F. Sherman, Jr.
Oliver J. B. Henderson
Mrs. Frank B. Cutts
E. John Lownes, Jr.
William F. Gilbane
David C. Scott, Jr.

Harold J. Field
Noel M. Field
Mrs. John H. Wells (Gertrude Knox)
Samuel H. Waughtel
Charles E. Gross
John W. Steere
Mrs. Hovey T. Freeman
Clarence E. Sherman
Felix A. Mirando
Philip B. Simonds, Jr.
Bancroft Littlefield

The next meeting of this committee will be held at the School Monday, April 6th, at 8 P.M.

L Ralston Thomas
Recorder

The special committee, appointed to bring in recommendations to the Board of Trustees, held its third meeting on Monday, April 6, at eight o'clock. There were present: Dr. Thomas Perry, Jr., Chairman, Margaret G. Sisson, William E. Smith, Achille G. Vervena, L. Ralston Thomas. An excuse for absence was received from Charles H. White.

Consideration was first given to the lists of names discussed at the last meeting and certain changes were made. As Benjamin L. Cook, Jr.'s term of service as an ex-chairman of the Parents' Council executive committee would be only temporary, his name was removed from this category and put in the regular list. As finally established, the list of names recommended by this committee for membership on the new Board of Trustees is:

Bruce M. Bigelow	2 years
Benjamin L. Cook, Jr.	2 "
Frederick C. Tanner	2 "
Mrs. Edwin F. Sherman, Jr.	1 year
Oliver J.B. Henderson	3 years
Mrs. Hovey T. Freeman	3 "
E. John Lownes, Jr.	1 year

William F. Gilbane
William B. Farnsworth
Mrs. Frank B. Cutts

The last three names are alternates with the understanding that if either Mrs. Sherman or Mrs. Freeman can not serve, Mrs. Cutts will be appointed to the place; otherwise appointments will be in the order listed.

In considering the problem of rotation it becomes obvious that in the beginning some modification in the normal three-year appointment, with no reappointment until after a year has elapsed, will be necessary. To meet this situation it is suggested that appointments be made at this time on a one, two, and three-year basis (as indicated above) with the understanding that those in the one and two year classification would be eligible for a single reappointment to a normal three-year term without the customary lapse of a year.

It was agreed that membera of this committee should interview personally, if possible, those whom we recommend as nominees, explaining the situation, and asking them if they would be willing to serve on the Board of Trustees. Dr. Perry will see Mrs. Sherman and Mr. Cook; Mr. Vervena will see Mr. Lownes and Mr. Tanner. Mrs. Sisson will see Mrs. Freeman; Mr. Thomas will see Mr. Henderson and Dr. Bigelow. Members of the committee will report to Mr. Thomas by the end of this week so that if any substitution has to be made, the interview can be undertaken promptly.

Bruce Bigelow is to be asked if he would be willing to accept the temporary chairmanship of the Board of Trustees when it first meets. At that first meeting also it is understood that Benjamin L. Cook, Jr., as ex-chairman, will be a second representative of the parents.

A first meeting of those already members of the Board of Trustees (School Committee, parent, and alumni members) will be held on Wednesday, April 22, at five o'clock. At

the meeting the report of this committee will be submitted. If it is approved and the nominees elected, they can then be notified and an organizational meeting held before the close of School in June.

On Wednesday, April 22, at seven o'clock in the evening, there will be a meeting of the Executive Committee of Moses Brown School. Inasmuch as the trustees' meeting will of necessity be short and purely formal, it is recommended that those out-of-town members who are not on the Executive Committee may properly be informed of the business to be transacted and receive a list of the nominees so that they may have the opportunity to express an opinion without making a long trip.

Ralston Thomas

Recorder

4/22/53

A meeting of those under appointment to the Board of Trustees of Moses Brown School was held in Alumni Hall Wednesday, April 22, 1953 at five o'clock in the afternoon. Those present were: From the School Committee: Charles F. Brown, Edith L. Buffum, Henry C. Foster, Dr. Thomas Perry, Jr., Margaret G. Sisson, Donald B. Snyder; from the Alumni Association: William H. Edwards, Achille G. Vervena, (President); from the Parents' Council: Benjamin L. Cook, Jr., William E. Smith (Chairman).

Regrets for absence were received from Moses Bailey, Alexander C. Purdy, Virginia Townsend, Charles H. White, Walter H. Wood.

The meeting was called to order by the Clerk of the School Committee, Donald B. Snyder. He explained that in order to expedite the organization of the Board of Trustees the Executive Committee had appointed a special nominating committee to bring in to this meeting nominations for the "seven to be selected from the alumni, parents, and friends of the School by the Board of Trustees" itself, and such other recommendations as they may think proper. This committee has no official status but it does represent the School Committee, the Parents' Council, and the Alumni Association.

The nominating committee consists of: Thomas Perry, Jr., Margaret G. Sisson, Charles H. White, William E. Smith (Chairman of Parents' Council), Achille G. Vervena (President of the Alumni Association), and L. Ralston Thomas to serve with the committee.

Thomas Perry, Jr., chairman, gave the report of the committee as follows:

> "The Nominating Committee wishes to recommend seven names for membership to the Moses Brown School Board of Trustees. We feel that hereafter appointments should be for three years. However, in order that all seven terms should not expire at the same time, we are making one, two, and three year appointments in this instance.
>
> For Three Years
>
> Mrs. Hovey T. Freeman
> Mr. Oliver J. B. Henderson
>
> For Two Years
>
> Mr. Benjamin Ladd Cook, Jr.
> Dr. Bruce M. Bigelow
> Mr. Frederick C. Tanner
>
> For One Year
>
> Mrs. Edwin F. Sherman, Jr.
> Mr. E. John Lownes, Jr."

Tr. 4/22/53

On motion of Mr. Edwards the report was accepted and the nominees were duly elected. The nominating committee recommended also "that it be the stated policy of the Board that a member not be reappointed to the Board until an interval of one year has elapsed following a three year term. The Committee feels that when, under unusual circumstances, an appointment for less than three years is made, a following appointment for the full three years should be permissable without a year's interval."

Following a brief discussion it was decided that this recommendation should not be acted upon until the next meeting when a full Board could be present. The nominating committee was continued. William E. Smith asked to be relieved of the appointment because of the pressure of other duties, and Benjamin L. Cook, Jr., as representative of the parents, was designated in his place.

The nominating committee is asked to bring in nominations for president, secretary, and executive committee, and such other recommendations as it may deem desirable.

Donald B. Snyder will notify formally by letter those chosen today to be members of the Board of Trustees.

The next meeting will be held on Thursday, May 28, at four o'clock in the afternoon in Alumni Hall.

(Signed) L Ralston Thomas
Secretary pro tem

man of Parents' Council) [illegible]
the Alumni Association, and [illegible]
the committee.

Thomas Perry [illegible]
mittee as follows:

"The Nominating Committee [illegible]
names [illegible]
Board of Trustees. [illegible]
ments should [illegible] three years [illegible]
that all seven [illegible]
time, we are [illegible]
mendations [illegible]

Ex. Com. 4/22/53

MOSES BROWN SCHOOL
PROVIDENCE, R.I.

At a meeting of the Executive Committee of Moses Brown School held Fourth Month 22, 1953 the following members were present: Edith L. Buffum, Henry C. Foster, Margaret G. Sisson, Donald B. Snyder, Charles H. White. Excuses for absence were received from Bruce M. Bigelow, George I. Bliss, Alexander C. Purdy, Frances E. Wheeler, Lyra T. Wolkins, Walter H. Wood. Donald B. Snyder, Chairman, called the meeting to order at seven o'clock.

The minutes of the meeting held Second Month 26, 1953, were approved as circulated.

At the meeting held Second Month 26, 1953, the Headmaster was requested to secure additional information with respect to the request of Marion P. Pixley to be permitted to continue teaching one more year after Sixth Month 30, 1953, when she would normally retire. This information was reported to the Committee by letter and the postcard replies indicated unanimously that the request should not be granted. This decision is now formally confirmed and Marion Pixley is agreeable to it.

The special nominating committee for the Board of Trustees appointed Second Month 26 made its formal report to the Board at the meeting this afternoon and the report was accepted. It appears in the minutes of the Board of Trustees.

At the meeting Second Month 26 the Executive Committee recommended that the property at Grindle Point be placed on sale. The Headmaster was directed to draft a letter to all members of the School Committee asking their approval of this decision. The postcard replies indicated unanimous approval. Charles H. White reported that consideration is now being given to the best procedure for disposing of the property.

Teacher needs and enrollment prospects were discussed by the Headmaster.

The Committee was informed also that the Parents' Council executive committee is making a census of the Lower School parents on the question of cold lunches, and any requests or recommendations probably will be made by the Parents' Council committee direct to the Chairman of the Executive Committee.

The Executive Committee recommends that as in other years, L. Ralston Thomas and Marion S. Cole send their respective Yearly Meeting reports to the central office before May 15th for mimeographing. The Headmaster is directed also to send with his report the final draft under which the Board of Trustees has been established. This will permit the

Yearly Meeting membership to be fully informed of the situation. The Clerk and other members of the School Committee will make an oral report at Yearly Meeting and be prepared to answer any questions which may be raised.

There was a discussion as to the best procedure to be followed by the Committee on Moses Brown School and Lincoln School in anticipation of the time when the Headmaster and the Headmistress will retire. It was agreed to recommend to the School Committee that there should be appointed a small committee whose duty it would be to consult with Marion S. Cole and L. Ralston Thomas and to give consideration to the whole matter.

The next meeting will be held on Fifth Day, May 28, at seven o'clock in the evening. This will follow a meeting of the Board of Trustees scheduled for the afternoon of the same day.

L. Ralston Thomas
Recording Clerk

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

THOMAS A. TRIPP

Thomas A. Tripp, a member of the School Committee since 1935, died on First Month sixth. He was ninety-five years of age. He was a member of the Executive and Finance Committees, and in spite of his age, established a record for attendance seldom equalled. He served the New England Yearly Meeting on many committees, devoting much time and energy as a Trustee of the Lynn Preparative Meeting Realty Trust, and was one of the most active members of the Board of Managers of Investments and Permanent Funds.

Thomas Tripp was one of the nation's oldest active bankers. He was President of the Fairhaven, Massachusetts, Institution for Savings, and had been a director of the First National Bank of New Bedford for more than sixty years. He was also President of the Fairhaven Water Company, and a director of the New Bedford Acceptance Corporation. He was active up until the day of his death.

For more than half a century he was affiliated with the Pierpoint Corporation as an officer and director. His lectures on the art of glass-making reflected his interest and enthusiasm.

For his long devotion to the interests of the School, the Yearly Meeting, and his business responsibilities, he will be held in grateful memory.

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

DR. LUCIA A WHEELER

Lucia A. Wheeler died in Worcester, Massachusetts, on Eleventh Month twenty-fifth in her eighty-fifth year. She graduated from Friends School in 1887 and was an active member of the School Committee from 1938 to 1950. Dr. Wheeler was one of the country's oldest women physicians, having practiced for over fifty years after graduating from Women's Medical College in Philadelphia. She was affiliated with the American Medical Society, the Pennsylvania Medical Society, and the Massachusetts Medical Society.

We shall remember Lucia Wheeler for many things: her sense of humor, her courage, her many interests. Friendly and cheerful, her visits to the School were always a source of pleasure to everyone. The Committee and the School are grateful for her years of service to humanity, and for her loyalty and service to the School.

5/5/53

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee on Moses Brown School and Lincoln School:

The school year which is rapidly coming to a close will be one of the most significant in the last quarter-century. In establishing a Board of Trustees for Moses Brown the Committee has taken a constructive, forward-looking step from which the School will derive great benefit. I am sure alumni, parents, and friends of the School will respond with enthusiasm. The minutes of the executive and special committees will report on the work that has been accomplished. We owe a debt of gratitude for the time and effort of committee members and others who have devoted themselves so wholeheartedly to this project.

The Moses Brown Bulletin, which I hope all of you read carefully, presents in some detail most of the activities of the students and faculty, and to a considerable extent gives an accurate impression of the school year. There are, however, a few items which deserve special mention.

Boys and teachers have participated in many educational and religious conferences and the reports on these have been interesting and helpful to all of us. Faculty members bring back the high points of the activities in which they have taken part. More recently it has become our custom to have Upper School boys report in assembly on the things which they have learned in their association with student representatives of other schools. This gives all of us a feeling of sharing in the stimulating experiences which they have had.

Moses Brown and Lincoln have continued to collaborate in dramatics and music, and have enjoyed together, as well, informal dances and parties. The Proscenium Club, with the Lincoln girls participating, presented just before the Christmas holiday, two one-act plays, the second of which, "The Yellow Birds," was written by Roger T. Clapp, whose son assisted with the production. It is a dramatization of a prize-winning story which Mr. Clapp wrote for the Speckled Band Society of Boston. In the spring "Gramercy Ghost" was successfully produced for two enthusiastic audiences at Lincoln School. Editha Thomas directed both plays.

Moses Brown had five representatives enter the Science Fair held in Third Month. Three of these students received first grants; one was awarded a second grant.

In the Sixth Rhode Island Model Legislature the House minority leader, the chairman of the Senate Judiciary Committee, the Senate minority leader, and four representatives in the House were Moses Brown boys.

Music has continued to hold an important place in the School. Many boys have had the privilege of attending the Community Concerts, Symphony Orchestra performances, and the

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Rhode Island Philharmonic concerts. The excellent glee club has appeared a number of times before student and parent groups, and broadcast over station WEAN the day School reopened following the spring holiday. On Fifth Month 3rd, Lincoln School and Moses Brown will give a concert for parents and friends in Alumni Hall.

There are two new activities which should also be mentioned. The "Moses Brown News" is a two-page mimeographed sheet prepared by the boys. It appears every Monday morning summarizing the activities of the week before. It is designed primarily to keep boys and their parents informed of day-to-day events and schedules for the current week. It is a useful paper and is providing good experience for a large staff.

For a number of years boys have from time to time asked for a canteen or snack bar. During this winter the Student Activities Committee appointed a small group to work with a faculty committee, and immediately after the spring holiday their hopes were realized. A good location was made available just off the Boys' Locker Room. The morning recess has been lengthened five minutes and during that period milk, chocolate milk, crackers, and candy are sold. The boys working under faculty supervision are entirely responsible for every phase of the operation and it is working very well.

The sports program has not been very different from that of other years excepting that a somewhat greater emphasis has been put on intramural activities. Moses Brown for many years has had unusual opportunities for all boys to participate in the games of their choice. The demand for schedules with outside teams has tended to give a somewhat wrong emphasis which perhaps in time can be modified as the intramural program improves. Play ideally should be for fun and while competition with outside teams has an important place, it should not be the exclusive objective.

The Parents' Council executive committee has met regularly and has been active. In the fall it sponsored a Book Fair at which more than 1000 books were sold. Through the Fair, well selected reading material was made available to boys and to parents, and the School netted a substantial sum for books for library and classroom use. The Council has made a number of gifts to the School. At present it is engaged in a survey of parents of Lower School boys to determine opinion with respect to box lunches for day boys. This is a difficult problem from the point of view of the School. With our dining room and kitchen arrangement we are in a position to supply hot meals at a moderate cost provided we are serving sufficient students. If any considerable number of Lower School boys should bring box lunches at noon, our income would be reduced considerably; the costs would change very little. On the other hand there is no doubt but that some parents find the charge for the noon meal one more

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item of expense in a relatively close budget. When the results of the survey are available, the Council, through its chairman or a special committee, will probably present to the Executive Committee some specific recommendations.

At the close of the school year two of our Lower School teachers will retire: Elsie E. Chappell came to Moses Brown School in 1921 as a teacher of the fifth grade and has served in that capacity ever since; Marion P. Pixley has been in charge of the fourth grade since 1931. Both have been exceptionally fine teachers, have devoted themselves to the School, and have made tremendous contributions to the reputation which the Lower School enjoys. We cannot express adequately our gratitude not only for their service in the classroom, but for the qualities of character and appreciation for fine things which they have instilled in the hundreds of boys with whom they have come in contact over the years.

There will be an unusually large number of faculty changes this year. Four new men will be required in the Upper School, all in important, though fortunately not key, positions. In addition to the two teachers already mentioned in the Lower School, Emily H. Swide, a highly competent teacher of art, is leaving to be married, and we are losing two assistants. Charlotte Young, who has been the Dietitian for two and one half years, also is resigning.

I am pleased that Marion Cole's report contains quotations from the annual report of the Executive Secretary of the Secondary Education Board with respect to the scarcity of teachers. This situation is extremely serious - possibly more serious in some respects for the schools which require men teachers. A boarding school with a set-up like Moses Brown must have a number of young single men who, in addition to classroom teaching, live in the dormitory with the boys. It is desirable to have men with some teaching experience. Now, following graduation from college or graduate study, most men have two or more years in service or its equivalent, then marry and are not available for dormitory work. For the few who can be secured the competition among the schools is so great that the beginning wage is completely out of line with normal salary schedules. The single salary scale under which men and women at all levels work on the same salary basis, is becoming much more general in the public school systems throughout the country, and poses another serious financial problem for the independent schools.

Enrollment prospects for next year are very good. In Lower School all but two grades are full and in each of these only two or three more pupils can be accepted. The Upper School enrollment is greater than at this time last year, but the resident groups are still light.

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MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

There are fifty boys in the class which will graduate Sixth Month 4th. Thirty-nine of these already have been accepted by the colleges. The others probably will be admitted but in many instances not to the college of their first choice. The small college seems to be in greater demand than usual this year and the competition in some of them is unusually keen.

The Baccalaureate speaker this year is Dr. Elden H. Mills of West Hartford, who is known to many of you. Some years ago for a short period during Dr. Purdy's absence Dr. Mills conducted the Meetings at Moses Brown. Dr. Herbert Gezork, of Andover-Newton Theological Seminary, will be the Commencement speaker.

The income and expenditures up to this time are somewhat better than the budget estimates for the period. It would appear that we shall finish the year a little better than had been anticipated.

The School has received during the year a number of gifts through patrons: $500 (anonymous), warm-up suits for the swimming team, a fine lathe for the shop together with a complete set of tools and accessories, a most interesting table and ten captain's chairs for the library, a new curtain for the stage in Alumni Hall. The last item was provided by a patron at the cost of the material alone. He made a cash gift in addition, and the balance, $215, was given by the Parents' Council. There were in addition a number of gifts of books and materials for school use, together with several items of historic interest associated with Moses Brown. It is a satisfaction to have this generous interest of so many friends of the School.

I suppose there never has been a time, even in the war years, when young men and women needed more the steadying influence which good schools can provide. With all the problems they face, our boys and girls have a resilience and enthusiasm that can be depended upon in crises. It is a real privilege to work with them.

Respectfully submitted,

L Ralston Thomas
Headmaster

For Committee Meeting
Fifth Month 5, 1953

MOSES BROWN SCHOOL
PROVIDENCE, R.I.

The regular spring meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall, Fifth Month 5, 1953, at 10 A.M. There were present: Moses Bailey, Bruce M. Bigelow, George I. Bliss, Edith L. Buffum, Ruth C. Burgess, Franklin K. Fite, Henry C. Foster, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Clerk, Virginia Townsend, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood. Regrets for absence were received from: T. Dwight Boole, Charles F. Brown, Richard M. Gummere, Gren O. Pierrel, William Webster.

Reports of the Headmistress and the Headmaster had been made available to the members of the Committee in advance of this meeting. Marion Cole and Ralston Thomas were asked to make some supplementary remarks on matters which would be of interest to the Committee. The former spoke of the honor which had been bestowed on Dorothy Westgate Gifford in the awarding of honorary membership in Sigma Xi as the outstanding science teacher of the State for the year. She spoke also of the problem of securing well-qualified teachers. The latter read the memorials which had been prepared for Dr. Lucia A. Wheeler and Thomas A. Tripp. He reported also on the progress which is being made in establishing an accrediting program for New England schools, and told of an outstanding scholarship award from Dartmouth College to a member of the senior class at Moses Brown.

It was directed that copies of the memorials should be sent to the families of Dr. Wheeler and Thomas Tripp and that they be presented at the sessions of the Yearly Meeting.

The Clerk reviewed the development of the organization for the Board of Trustees of Moses Brown. At a recent meeting of those under appointment to the Board of Trustees the following were elected to membership:

For three years	For two years
Mrs. Hovey T. Freeman	Mr. Benjamin L. Cook, Jr.
Mr. Oliver J. B. Henderson	Dr. Bruce M. Bigelow
	Mr. Frederick C. Tanner

For one year

Mrs. Edwin M. Sherman, Jr.

Mr. E. John Lownes, Jr.

It was reported also that a nominating committee had been appointed and that at the meeting to be held on Fifth

[illegible]

[illegible]

The regular spring meeting of the Committee on Moses [illegible] School and Lincoln School was held in Alumni Hall, Fifth [illegible] 5, 1963, at 10 A.M. There were present: Moses Bailey, [illegible] A. [illegible], [illegible] I. [illegible], [illegible], [illegible] C. Burgess, [illegible] C. [illegible], Henry C. [illegible], Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Alexander C. [illegible], [illegible] [illegible] [illegible] [illegible] [illegible] [illegible] Wheeler, Stephen L. White, Lyle T. [illegible], Walter A. [illegible]. Regrets for absence were received from: T. [illegible] [illegible], Charles F. Brown, Richard M. [illegible], [illegible] [illegible]. Pickett, William [illegible].

Reports of the Headmistress and the Headmaster had been made available to the members of the Committee in advance of this meeting. Marion [illegible] and [illegible] [illegible] [illegible] to make some supplementary remarks on matters of particular interest to the Committee. The former spoke of the [illegible] which had been bestowed on [illegible] students [illegible] in the awarding of her [illegible] membership in [illegible] [illegible] and the [illegible] science teacher of the [illegible] for the year. She spoke also of the problem of [illegible] well-qualified teachers. [illegible] [illegible] read the [illegible] which had been [illegible] [illegible] A. [illegible] A. Wheeler and Thomas A. [illegible]. He [illegible] also [illegible] progress which is being made in [illegible] [illegible] for New England schools, and told of an [illegible] [illegible] award from Dartmouth College to a member of the [illegible] [illegible] at Moses Brown.

It was directed that [illegible] of the Committee's [illegible] be sent to the [illegible] of the [illegible] and [illegible] that they be presented at the sessions of the Yearly Meeting.

The [illegible] [illegible] the [illegible] of the [illegible] for the Board of [illegible] of [illegible]. At a [illegible] meeting of those [illegible] [illegible] to the Board of [illegible] the following were elected [illegible]:

For three years	For two years
Mrs. Hovey [illegible]. [illegible]	Mr. [illegible] [illegible], Jr.
[illegible]	[illegible]
	[illegible]

For one year

Mrs. Edwin M. [illegible], Jr.

[illegible]

It was reported also that a [illegible] [illegible] [illegible] and [illegible] at the meeting to be [illegible] [illegible]

Month 28 a slate of officers and committees would be presented for the consideration of the Board. With the completion of the organization the new Board would be ready to function in the new school year.

There was a discussion of the best program for meetings of the Moses Brown Board of Trustees and of the School Committee. It was recommended that for next year the Trustees meet on the Monday evening before the meeting of the School Committee on Tuesday morning. Possibly a more satisfactory schedule can be worked out later.

It was agreed that the fall meeting of the Committee on Moses Brown School and Lincoln School should be held on Tenth Month 6, 1953, at ten o'clock in the morning. A date for the spring meeting, 1954, will be decided later, as will a date for a winter meeting if it is decided that one should be held.

Frances E. Wheeler reported for the nominating committee and the report was approved. The Committee on Moses Brown School and Lincoln School recommends to the nominating committee of the Yearly Meeting the following persons for appointment to the Committee on Moses Brown School and Lincoln School for three years: Charles F. Brown, Edith L. Buffum, Henry C. Foster, Gren O. Pierrel, Willard H. Ware, Frances E. Wheeler, Lyra T. Wolkins, and for two years: Russell D. Brooks. The latter appointment provides for a rotation of seven members each year. The Headmaster was directed to forward the list to the chairman of the Yearly Meeting nominating committee.

There was a discussion as to the best procedure to be followed with respect to the four non-Yearly Meeting members on the School Committee. It was decided, however, that no action should be taken at this meeting.

The nominating committee for next year was named as follows: Frances E. Wheeler, Ruth C. Burgess, Lyra T. Wolkins, George I. Bliss, Charles F. Brown. The committee was directed to bring in recommendations for a slate of officers (Clerk and Recording Clerk), representatives of the School Committee on the Board of Trustees for Lincoln School, representatives on the Board of Trustees for Moses Brown School, and for an Executive Committee of the Committee on Moses Brown School and Lincoln School. In naming members of the Committee to the Boards of Trustees of the two Schools, it was recommended that the Committee should be influenced by the personal preference of members so far as it is feasible to do so.

The Headmaster reported that at the end of the present school year Elsie E. Chappell and Marion P. Pixley will retire, the former after thirty-two years and the latter after twenty-one years, of devoted service to the School. The Committee desires to express its appreciation of the contribution which these teachers have made to Moses Brown School, and requests Arthur W. Cate to draw up a resolution similar to that presented to Messrs. Henderson and Waughtel on their retirement. When this has been approved by the Clerk of the Committee and the Headmaster, it is to be suitably inscribed and presented at some appropriate time.

At the meeting of the Executive Committee on Second Month 26, it was agreed that the School's property at Grindle Point, Islesboro, Maine, should be placed on sale. In order to expedite the matter the Headmaster was directed to communicate with all members of the School Committee, asking their approval of this decision. It was reported that the replies had indicated unanimous approval of the recommendation of the Executive Committee. Charles White, chairman of a sub-committee appointed to assume the responsibility of the arrangements for the sale, made a brief report of progress.

The Minutes of the meeting of the Committee on Moses Brown School and Lincoln School held on Eleventh Month 19, 1952, were approved as circulated.

A letter from the Clerk of the Providence Monthly Meeting was read:

> "At its meeting on first month fourth, the members of Providence Monthly Meeting instructed the Clerk to write and thank thee and the School Committee for all past favors which have had so much to do with our present state of satisfaction and happiness as we work and worship in our new Meeting House.
>
> "We hereby offer the use of the Meeting House to Moses Brown School for any functions suitable to such a building. Should such a need occur, arrangements may be made through the Clerk.
>
> For Providence Monthly Meeting,
>
> (signed) F. Warren Howe, Jr., Clerk"

The meeting was recessed at 12:15 for a buffet luncheon. When it reconvened there was a discussion as to the best method of presenting the Committee's report to the Yearly Meeting. It was agreed that as in other years L. Ralston Thomas and Marion S. Cole should send their respective Yearly

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Meeting reports to the central office before May 15th for mimeographing. The Headmaster and the Clerk were directed to take from the minutes of the meeting of this Committee on Eleventh Month 19, 1952, the final draft of the minute setting up the Board of Trustees for Moses Brown School, and forward this also to the central office so that it might be available for the Yearly Meeting membership with the other reports.

There was a general discussion as to the best procedure to be followed by the Committee on Moses Brown School and Lincoln School in anticipation of the time when the Headmaster and the Headmistress will retire. The nominating Committee was requested to bring in to the meeting of the School Committee at Andover recommendations for a small committee. It will be the duty of this committee to consider the whole problem of inevitable change in administration of the two Schools. It should consult with the Headmistress and Headmaster and give consideration to the whole situation. It was agreed that the special initial responsibility of this committee would be the question of timing.

Adjourned, to meet at Andover, Massachisetts, Sixth Month 18, 1953, at a time to be fixed by the calendar committee.

Recording Clerk

5/28/53

MOSES BROWN SCHOOL
PROVIDENCE, R.I.

At a meeting of the Executive Committee of Moses Brown School held in the Headmaster's office Fifth Month 28, 1953, Donald B. Snyder, the Chairman, presided, and the following members were present: George I. Bliss, Margaret G. Sisson, Frances E. Wheeler, Walter H. Wood. Excuses for absence were received from Bruce M. Bigelow, Edith L. Buffum, Henry C. Foster, Alexander C. Purdy, Charles H. White, Lyra T. Wolkins.

The work proposed for the summer includes the usual painting, papering, and routine maintenance, which is approximately the same in total amount as last year. There will be two or three special projects, the most important of which are the alterations in the Gymnasium. In this building the shower room, in which there is a great deal of waste space, will be made very much smaller, and the space used for lockers, thus permitting a complete change in the present locker-room arrangement. Cement floors will replace the present wood floors. The bowling alleys, which are no longer used to any great extent, will be remodeled and the space used for a proper visitors' locker room and a storeroom for athletic goods and supplies. The lights in the main gymnasium will be replaced by new units which will use less electricity and give better light. The materials cost for these changes will be approximately $1500. Most of the work will be done by our own labor.

In the Senior Dormitory a second shower will be installed at a cost of approximately $150 - $200.

The Paxtons' apartment will be redecorated, at a cost of approximately $500.

The black road, which was resurfaced last year, will be given another coat of oil and sand; cost, $150.

This program of work was approved.

The Committee considered the request of Ralph E. Carpenter, Jr., a trustee of The Preservation Society of Newport County, for the loan of the four Goddard chairs owned by the School for their loan exhibit of Newport furniture this summer. It was decided that the Society might have the loan of two of these chairs, but not all four of them. The Society will pay the expense of transportation and insurance. The Rhode Island Historical Society is to be asked to place a value on them for insurance purposes. The exhibition runs from June the fifteenth to October the second.

In order to provide any funds which may be necessary for summer work, the following minute was approved; "We hereby authorize the Headmaster of Moses Brown School to borrow

[illegible]

[illegible]

At a meeting of the Executive Committee of [illegible] held in the [illegible] office Friday [illegible], [illegible] [illegible], the Chairman, presiding, and the following members were present: [illegible] [illegible] were received from [illegible] [illegible] C. [illegible], [illegible] [illegible], [illegible] T. [illegible].

The work proposed for the summer includes the usual [illegible], mowing, and [illegible], which is expected to be the same in total amount as last year. [illegible] special [illegible], the most important of which [illegible] in the [illegible]. In this [illegible] in which there is a great deal of white grass, will be [illegible], and the [illegible] in the [illegible]. [illegible] will replace the present [illegible]. The [illegible], which are [illegible], will be [illegible] and the [illegible] used for [illegible] and a [illegible]. [illegible] in the main [illegible] will be [illegible] with [illegible] electricity and [illegible]. The [illegible] will be [illegible]. [illegible] will be [illegible].

In the [illegible] a [illegible] will be installed at a cost of approximately [illegible] - [illegible].

The [illegible] will be [illegible] at a cost of approximately [illegible].

The [illegible] road, which was [illegible] last year, will be given another coat of oil and sand [illegible].

This program of work was approved.

The Committee considered the request of [illegible], Jr., a trustee of the [illegible], for the loan of the [illegible] for their [illegible] exhibit of [illegible]. It was decided [illegible] the Society [illegible] all [illegible] of [illegible].

In order to [illegible] any [illegible] summer work, the following [illegible] was [illegible]: [illegible] authorize the purchase of [illegible].

from the New England Yearly Meeting of Friends Board of Managers of Investments and Permanent Funds such sums, not to exceed $15,000, as may be needed for summer expenses."

During recent months the Executive Committee of the Parents' Council of Moses Brown School has made a survey of parents' opinion with respect to the desirability of a change in the policy which requires boys to eat the noon meal provided by the School or to go home for the meal. The survey was made at the request of a number of parents who would like to have their boys bring box lunches. The result of this survey, which indicated that a considerable number of parents would like this privilege, was submitted to the Chairman of the Executive Committee with a covering letter from the Chairman of the Parents' Council. Consideration was given to this difficult question. It is realized that a question of public relations is involved; we recognize also that approval of the request would represent a change in policy which might ultimately bring about some radical and not necessarily desirable changes in the program of the School. The Committee believes that statistical evidence is not necessarily indicative of the desirability of a change until the whole situation has been studied more carefully. Donald B. Snyder was asked to write Mr. William E. Smith, Chairman of the Parents' Council, to acknowledge receipt of the letter and the statistical material and to explain that the matter had been given consideration by the Executive Committee. Until the whole situation has been given further study, it is not possible to make a definite decision. The Committee was of the opinion that this matter should be referred to the new Board of Trustees, but in order not to drop on them a difficult matter of this kind at the very beginning, it might properly be made part of a general survey of the School during the year.

It was reported that as of Fourth Month 30, 1953, the statement of income and expense indicated an improvement of about $2500 over the approved budget. If this position is maintained until the end of the fiscal year, as it probably will be, the net loss for the year, including the contribution to the Pension Fund, will be approximately $5,000 instead of the $7500 as indicated in the budget.

Adjourned.

Recording Clerk

Tr. 5/28/53

The first meeting of the Board of Trustees of Moses Brown School came to order in Alumni Hall at 4:30 p.m. Thursday, May 28, after silent prayer. Mr. Donald P. Snyder welcomed the new members, noting that the occasion was an historic one for the Moses Brown School and called on each member to partake in this new opportunity to share responsibility for the School.

Mr. Thomas called the roll, and the following members were present: Charles F. Brown, Benjamin L. Cook, Jr., William H. Edwards, Mrs. Hovey T. Freeman, Mr. Oliver J. B. Henderson, Mr. E. John Lownes, Jr., Dr. Thomas Perry, Jr., Mrs. Edwin F. Sherman, Jr., Mrs. Charles P. Sisson, Mr. William E. Smith, Mr. Donald B. Snyder, Mr. Frederick C. Tanner, Miss Virginia Townsend, Mr. Achille G. Vervena, Mr. Charles H. White, and Mr. Walter H. Wood. Regrets for absence were received from Mr. Moses Bailey, Miss Edith L. Buffum, Mr. Bruce M. Bigelow, Dr. Alexander C. Purdy, and Mr. Woodworth L. Carpenter.

Dr. Perry described the way in which the Nominating Committee had approached its job of composing a representative Board, and its existence as a separate group from the Committee in Charge of the School. He then asked that the Officers nominated by the Special Committee of the Moses Brown School Board of Trustees be voted upon as follows: For President, William H. Edwards; For Vice President, Dr. Thomas Perry, Jr.; For Secretary, Mrs. Edwin F. Sherman, Jr. On motion of Mr. White, seconded by Mr. Brown, it was so voted.

Mr. Edwards then took the Chair and spoke of the loyalties past and present to the School which motivated the service of the committee members in their new undertaking.

In discussing a date for the next meeting of the Board, Mr. Thomas said the School Committee had requested that the date be Monday evening, October 5th, thus preceding by a day the meeting of the School Committee and giving an opportunity to out-of-town members for attendance. On motion of Mr. Brown it was voted that 7:30 p.m., Monday, October 5, be set as the next meeting date.

Dr. Perry spoke of the necessity for the group to write a set of by-laws and remarked that since the by-laws at Lincoln School had not been revised in 25 years, joint effort might be contemplated. On motion of Mr. Cook, seconded by Mr. Tanner it was voted that the Executive Committee take over as its first duty the formulation of a set of governing rules, and ready them for the October meeting. It was so voted. It was the feeling that the Executive Committee be empowered to add to its number in formulating by-laws.

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It was then moved by Mrs. Freeman, seconded by Mr. Smith that the Executive Committee named by the Special Committee be accepted. It was so voted. They are: Bruce M. Bigelow, Donald R. Snyder, Margaret C. Nissen, Achille C. Vervena, Dr. Thomas Perry, Jr., and Mr. William H. Edwards (Ex officio).

Discussion as to adding another woman to the Executive Committee was led by Mr. Brown but decision was deferred until fall when a program of action will be formulated.

Discussion on the rotation system of the Board was led by Dr. Perry. He felt that in the case of officers the three-year term was too short a period of service. It was the sense of the meeting that a specific term of service invited better participation, with reappointment a possibility.

Mr. Edwards, noting that the legalistic aspects mattered less than the committee's aims, asked Mr. Thomas for suggestion as to our proper function. Mr. Thomas felt that a survey of the overall situation is needed as well as a sense of the School itself, in order to make recommendations. It was felt that the addition of local membership would make such a relationship more possible.

On motion of Mr. Cook, seconded by Mr. Lownes, it was voted that the President, in the absence of by-laws, feel empowered to appoint any committees deemed advisable to begin work.

On motion of Dr. Perry, seconded by Mr. Wood, it was voted to adjourn.

Respectfully submitted,

Martha P. Sherman,

Secretary

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the New England Yearly Meeting of Friends the School Committee presents its 134th annual report.

During the year one member of this Committee and two former members have passed away. Norman S. Taber died in Orange, New Jersey, Seventh Month 15, 1952; Dr. Lucia A. Wheeler passed away in Worcester, Massachusetts, Eleventh Month 25, 1952; Thomas A. Tripp died in Fairhaven, Massachusetts, First Month 6, 1953. Each of these members had given years of devoted service to the Schools and to the Yearly Meeting. Memorials for them will be presented to the Yearly Meeting.

During the week previous to the formal opening of School there was at Moses Brown a conference of workers of New England and New York Yearly Meetings. Russell Brooks directed and participated in the leadership. The conference was most successful, and from the point of view of those of us at School it was, as always, a pleasant experience. There were approximately forty workers in residence and some of the meetings were attended by as many as sixty interested Friends. The School provided dormitory accommodations and meals at a nominal fee.

At the annual joint meeting of the faculties and staffs of Moses Brown and Lincoln Schools just prior to the boys' return in the fall, Russell Brooks spoke on some of the highlights of the Friends World Conference.

Again this year the School was represented at the conference for teachers at Pendle Hill. Although this conference is designed especially for those who are beginning their teaching in Friends schools, it is our policy not to restrict our representation to these men and women. It is our hope that eventually all members of the staff will have the privilege of attending these stimulating meetings.

The enrollment this year was practically the same as for last year. There was a total of 393, of whom 189 were in the Lower School and 204 in the Upper School. The Upper School resident department had 8 fewer boys than a year ago, and the day group was larger by 9 boys. There were 12 Friends.

Boys and teachers have participated in many educational and religious conferences and the reports on these have been interesting and helpful to all of us.

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Five representatives entered the Science Fair in Third Month. Three of these students received first grants and one was awarded a second grant.

In the Sixth Rhode Island Model Legislature the House Minority Leader, the Chairman of the Senate Judiciary Committee, the Senate Minority Leader, and four representatives in the House were Moses Brown boys.

Moses Brown and Lincoln have continued to collaborate in dramatics and in music and have enjoyed together, as well, informal dances and parties. The Proscenium Club, with Lincoln girls participating, presented just before the Christmas holiday two one-act plays, the second of which, "The Yellow Birds," was a dramatization of a prize-winning story written by a parent of one of the boys. In the spring "Gramercy Ghost" was successfully produced for two enthusiastic audiences at Lincoln School. Editha Thomas directed both plays.

There are two new activities which deserve special mention: the Moses Brown News is a two-page mimeographed sheet prepared by the boys. It appears every Monday morning, summarizing the activities of the week before. It is designed primarily to keep boys and their parents informed of day-to-day events and schedules for the current week. It is a useful paper and is providing good experience for a large staff.

For a number of years boys have from time to time asked for a canteen or snack bar. During this winter the Student Activities Committee appointed a small group to work with a faculty committee. Immediately after the spring holiday their hopes were realized. A good location was made available in the boys' locker room. The morning recess has been lengthened five minutes and during that period milk, chocolate milk, crackers, and candies are sold. There is also a mobile unit for use on the field at games. The boys, working under faculty supervision, are entirely responsible for every phase of the operation and it has been most successful. The proceeds will be used to augment the Good Will Fund and for other beneficial purposes.

The Parents' Council executive committee has met regularly and has been active. In the fall it sponsored a Book Fair at which more than 1000 books were sold. Through the Fair well-selected reading material was made available to boys and to parents, and the School netted a substantial sum for books for use in the library and in the classroom. The Council has made a number of gifts to the School.

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

At the close of the school year two of the Lower School teachers retired. Elsie E. Chappell came to Moses Brown School in 1921 as a teacher of the fifth grade, and has served in that capacity ever since. Marion P. Pixley has been at Moses Brown since 1931, most of the time in charge of the fourth grade. Both have been exceptionally fine teachers, have devoted themselves to the School, and have made important contributions to the reputation which the Lower School enjoys. We cannot express adequately our gratitude for their service in the classroom and especially for the qualities of character and appreciation for fine things which they have instilled in the hundreds of boys with whom they have come in contact over the years.

There will be a number of faculty changes this year in both Upper and Lower Schools. The problem of securing competent teachers is a serious one. It is particularly difficult in the boarding school, which must have a number of young, single men who, in addition to classroom teaching, live in the dormitory with the boys. It is desirable to have men with some experience. Now, following graduation from college or graduate study, most men have two or more years in military or other service, then marry, and are not available for dormitory work. For the few who can be secured the competition among the schools is so great that the beginning wage is completely out of line with normal salary schedules. The single salary scale, under which men and women at all school levels work on the same salary basis, may soon be generally accepted and will pose another serious financial problem for the independent schools.

On Sixth Month 4 a class of fifty-two boys was graduated. All expect to go on to college or professional school and forty-four had already been accepted at the time this report was written. The small college seems to be in greater demand than usual this year, and competition is keen.

The Baccalaureate speaker was Dr. Elden H. Mills of West Hartford, who is known to many of you. Dr. Herbert Gezork, President of Andover-Newton Theological Seminary, spoke at Commencement.

Enrollment prospects for next year are very good. In the Lower School all but two grades are full, and in each of these only two or three more pupils can be admitted. The Upper School enrollment is somewhat larger than at this time last year, but the resident groups are still light.

On Tenth Month 7 the School Committee approved a recommendation of the Executive Committee for a modification of

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MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

the pension programs of Moses Brown and Lincoln Schools. In order to equalize the benefits for those whose living or house has been provided as part of the salary, the nominal sum of $500 will be added to the cash salary paid by the School in computing the amount to be received as an annual pension following retirement.

The School's property at Grindle Point, Islesboro, Maine, was operated for several years as a summer camp and tutoring school. It was the consensus of those most intimately associated with the project that it was not a feasible enterprise and that the property should be sold. The School Committee approved this recommendation and a small committee has been appointed to assume the responsibility of the arrangements for the sale.

During the winter an Association of Independent Schools of Rhode Island was formed "to maintain and improve standards of instruction among our members and to provide the means for cooperation in the solution of our common problems." L. Ralston Thomas was elected President and Marion S. Cole appointed a member of the executive committee.

During the year the School has received a number of gifts from its patrons and from the Parents' Council: a new curtain for the stage in Alumni Hall; a most interesting table and ten captain's chairs for the library; a fine lathe for the shop, together with a complete set of tools and accessories; warm-up suits for the swimming team, two $500 checks given by anonymous donors; books and classroom materials; and items of historic value to the School. We are grateful for this continuing interest of our friends.

The school year which has just closed may be one of the most significant in the last quarter-century. In establishing a Board of Trustees for Moses Brown, the School Committee and the Yearly Meeting have taken a constructive and forward-looking step from which the School will derive great benefit. Parents, alumni, and friends of the School have responded with enthusiasm. We are very much indebted to Committee members and others for their time and effort, and for devoting themselves so wholeheartedly to the welfare of the School.

For the Committee,

Respectfully submitted,

(Signed) L Ralston Thomas

L. Ralston Thomas,

Headmaster

Sixth Month 1953

MOSES BROWN SCHOOL
PROVIDENCE, R. I.

TESTIMONIAL

to

ELSIE ELIZABETH CHAPPELL

Since nineteen hundred and twenty-one Moses Brown School has intrusted to your loving care the boys of the Second Intermediate Class. With great success you have met this trust, for under your wise tutelage your pupils have found learning to be adventurous and challenging.

Your friendly and understanding interest in them has ever won their eager co-operation, and they will always recall with gratitude your constant sharing with them of the finest things of life.

For them as well as for ourselves we would herewith express our deep appreciation.

June 1953

(signed) Donald B. Snyder

Clerk of the School Committee

seal

MOSES BROWN SCHOOL
PROVIDENCE, R.I.

IN APPRECIATION
of
MARION PAULINE PIXLEY

For nearly a quarter of a century you have been the cherished teacher of the boys of the First Intermediate Class of Moses Brown School. Your pupils have responded with high regard and deep affection to your unfailing interest in them. They have caught and will always hold the rare quality of your gentle humor with which you have led their young minds along the varied and thrilling paths of knowledge.

You have often heard the expression of their gratitude and we want now to add the testimony of our own.

June 1953

(signed) Donald B. Snyder

Clerk of the School Committee

seal

6/18/53

MOSES BROWN SCHOOL
PROVIDENCE, R. I.

A regular meeting of the Committee on Moses Brown School and Lincoln School was held in Samuel Phillips Hall, Andover, Massachusetts, Thursday, Sixth Month 18, 1953. The Clerk, Donald B. Snyder, called the meeting to order at 9:20 p.m. There were present George I. Bliss, Edith L. Buffum, Ruth C. Burgess, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Alexander C. Purdy, Frances E. Wheeler, Marion S. Cole, L. Ralston Thomas.

The Minutes of the meeting held Fifth Month 5th were read and were approved.

There was an informal discussion of appointments to the School Committee, and it was agreed that those names mentioned by the Yearly Meeting Nominating Committee but not on the list recommended to them, might properly be forwarded to the Nominating Committee of the School Committee for consideration next year.

Frances E. Wheeler reported for the Nominating Committee. It recommended Richard M. Gummere, Thomas Perry, Jr., Alexander C. Purdy, Margaret G. Sisson, and Virginia Townsend as a small committee "to consider the whole problem of inevitable change in the Administration of the twoSchools." (See Minute 5/5/53) This recommendation was approved and the committee appointed. Thomas Perry, Jr., was asked to act as convener for the committee.

It was agreed also that a meeting of this committee might properly be held any time if three of the five members can attend.

The testimonials for Elsie E. Chappell and Marion P. Pixley, authorized at the last meeting, were read, and appear with these Minutes as a matter of record. They read as follows:

TESTIMONIAL TO ELSIE ELIZABETH CHAPPELL

Since nineteen hundred and twenty-one Moses Brown School has intrusted to your loving care the boys of the Second Intermediate Class. With great success you have met this trust, for under your wise tutelage your pupils have found learning to be adventurous and challenging.

Your friendly and understanding interest in them has ever won their eager co-operation, and they will always recall with gratitude your constant sharing with them of the finest things of life.

For themas well as for ourselves we would herewith express our deep appreciation.

(signed) Donald B. Snyder
Clerk of the School Committee

June 1953
Seal

A regular meeting of the [illegible] Lincoln [illegible] was held [illegible] Tuesday, [illegible] 15, [illegible] called the meeting to order at [illegible] George L. [illegible] Smith [illegible]

The minutes of the [illegible] meeting [illegible] and approved.

There was an informal [illegible] school [illegible]

Frances A. [illegible] reported for the [illegible] Margaret L. [illegible] "to consider the whole question of [illegible]" [illegible] This recommendation was [illegible]

It was agreed [illegible] that a meeting of this [illegible]

The testimonials [illegible] at the next meeting, [illegible] a number of [illegible]

[illegible]

Since nineteen hundred and [illegible]

Your [illegible] eager co-operation, and [illegible] gratitude [illegible] your [illegible] of life.

For [illegible] well [illegible] our deep appreciation.

[illegible]

IN APPRECIATION ofMARION PAULINE PIXLEY

For nearly a quarter of a century you have been the cherished teacher of the boys of the First Intermediate Class of Moses Brown School. Your pupils have responded with high regard and deep affection to your unfailing interest in them. They have caught and will always hold the rare quality of your gentle humor with which you have led their young minds along the varied and thrilling paths of knowledge.

You have often heard the expression of their gratitude and we want now to add the testimony of our own.

June 1953 (signed) Donald B. Snyder
Clerk of the School Committee

seal

These testimonials were presented to the teachers at the Closing Exercises of the Lower School, at which time the Parents Council also presented gifts and testimonials to them, through the chairman, William E. Smith.

The Scholarship Committee made its report and the recommendations were approved. A total of $4810 was available for distribution. Of this, $2886 was granted to pupils of Lincoln School, and $1924 to Moses Brown boys.

A letter from John Kellam of the Providence Meeting, addressed to the School Committee, was read by the Clerk. John Kellam is concerned by what he mistakenly believed was the School's attitude on the question of Negro students' admission. The Headmaster then read a letter which he had sent some time ago to the Reverend Arthur E. Wilson in reply to an inquiry on the same subject. There was a general discussion of the whole question. The Committee, the Headmaster, and the Headmistress are in agreement that there should be no discrimination against Negroes or members of any other race or religion. There was some difference of opinion as to the best procedure to be followed. It was agreed, however, that an effort should be made to see that the negro community of Providence understands that well-qualified applicants will be given the consideration accorded other applicants.

There was a brief discussion of the nature of the school reports to be given the following morning.

Adjourned at 11 p.m.

L Ralston Thomas

(signed) L. Ralston Thomas
Recording Clerk

9/30/53

A meeting of the Executive Committee of the Board of Trustees of Moses Brown School was held September 30, 1953, in the Headmaster's office at 4:30 p.m. All members were present: Bruce M. Bigelow, William H. Edwards, Thomas Perry, Jr., Margaret G. Sisson, Donald B. Snyder, Achille G. Vervena, and L. Ralston Thomas.

William H. Edwards was unanimously elected chairman and L. Ralston Thomas secretary.

A finance committee of three was named as follows: Donald B. Snyder, chairman, Frederick C. Tanner, Achille G. Vervena. This committee is authorized to consider the budget prepared by the treasurer and Headmaster when it is ready, and is authorized to approve it when it is satisfactory, reporting to a later meeting of the Executive Committee.

At the meeting of the Board of Trustees on May 25, the Executive Committee was directed to formulate a set of governing rules for the Board and to have them ready for the October meeting. The by-laws prepared during the summer for the Board of Trustees of Lincoln School were read. Dr. Thomas Perry, Jr. and L. Ralston Thomas were members of the committee which set up these by-laws and they are asked to prepare a similar set of by-laws for the Board of Trustees of Moses Brown School. The obvious and necessary changes were discussed. The committee was requested to bring in to the meeting of the Board of Trustees on October 5, typewritten copies of its recommendations for the consideration of the Board.

Oct. 1953

The Headmaster was directed to read his report at the meeting of the Board on October 5, and to have copies available for distribution to all members of the Board.

There was a thorough discussion of the recommendation of the Executive Committee of the Moses Brown Parents Council that a box lunch program be put into effect, permitting boys of the Lower School to bring box lunches if their parents wished them to do so, instead of being required to eat the noon meal provided by the School or go home for luncheon as is now the policy. The Headmaster informed the committee of the background of this question, and presented some of the problemsinvolved. The chairman, Margaret G. Sisson, and Dr. Thomas Perry spoke of the criticism of the School, emphasizing the unsatisfactory public relations which would result if the present policies were not changed and box lunches permitted. All members of the committee participated in the discussion. It was pointed out that the problem was not a simple one but had implications which were not apparent to many of the parents interested in the box lunch program. After due consideration, the majority of the committee voted, on motion of the Headmaster, to recommend to the Board of Trustees that the box lunch program be put into effect, permitting boys of the Lower School to bring box lunches. Achille Vervena asked to be recorded as not approving this recommendation. Donald B. Snyder said that he would go along with the committee, but that the Board of Trustees should, so far as possible, be made aware of all facets of the problem so that it might make its decision with a full knowledge of the situation.

The committee adjourned at 5:55.

Secretary

C & T
Oct. 1953

MOSES BROWN SCHOOL
PROVIDENCE, R. I.

To the Board of Trustees of Moses Brown School and
to the Committee on Moses Brown School and Lincoln School

On the recommendation of the Department of Health, the opening of the public schools in Providence was postponed because of the prevalence of poliomyelitis in this vicinity. Although our doctors did not recommend a delay for us, it seemed the better part of wisdom to have our opening date correspond with that of the other schools.

Moses Brown began its 135th consecutive year, therefore, on Monday, September 28, 1953. Faculty meetings were held on the preceding Saturday and the house boys returned on Sunday.

The enrollment is excellent. Practically all classes and forms are at capacity. There is a total of 397 boys, of whom 191 are in the Lower School and 206 in the Upper School. The Upper School house, with 60 boys, is slightly larger than last year. Belmont is small, with 7 boys (the same number as a year ago). There are 12 Friends, Four foreign countries are represented.

There were a number of faculty changes this year. The new men in the Upper School are: Lewis W. Barnes, who will teach Biology and Chemistry and assist in the coaching of athletics, was instructor in science and English at the Chadsey Central High School in Detroit, Michigan. A graduate of Alabama Technical Institute, '32, Mr. Barnes was awarded the degree of Bachelor of Physical Education at Toronto University in 1948, and a Bachelor of Arts in 1949. Mr. Barnes served as an officer in the Canadian Army from 1939 to 1945.

William A. Reifsnyder studied music and the liberal arts at Yale, and has a degree in Music from that institution. He has taught at Hopkins Grammar School in New Haven, and is a member of our English department.

Howard M. Roberts has a B.A. degree from Earlham College and a Master's degree in Mathematics from the University of Pennsylvania. He has had no previous teaching experience.

Another new member of the mathematics department is Joseph W. Tinker, who holds a Bachelor of Science degree from the University of New Hampshire and who has done graduate work at the University of Vermont and Boston University. He comes to Moses Brown after serving as principal of Deerfield High School since 1950.

10/53

2. Trustees M.B.S.
Committee on M.B.S. and L.S.

MOSES BROWN SCHOOL
PROVIDENCE, R.I.

Edmund F. Armstrong, who has been a teacher at Moses Brown in the science department since 1946, has been appointed Director of Athletics. He has shown strong capacities for leadership in the assistant coaching positions he has held at Moses Brown, and his appointment is a well-deserved recognition of his potentialities.

In the Lower School the positions made vacant by the retirement of Elsie E. Chappell and Marion P. Pixley have been filled by the promotion of assistants - Mrs. Frances M. Bachman for the fourth grade and Patricia E. Jensen for the fifth grade. The new assistants in the Lower School are Eleanor K. Bluhm (Vassar), Excelle R. Dmytryk (Westfield Teachers College), Brenda K. Shelton (Smith College), Hazel J. Grant (Wheelock). Miss Virginia Holmes, a graduate of Boston University, College of Practical Arts and Letters, will be the assistant in the Art department and have charge of the work in the Lower School.

One new non-teaching staff appointment has been made: Thelma B. Young has assumed the position of dietitian. She has studied at Boston University and has held similar positions at the Portsmouth Priory School and the Providence Y.M.C.A.

One curriculum change has been made, in the athletic program. The boys of the two Lower Forms have been given the option of participation in the regular afternoon sports program, or of having less formal games and physical education drill during the school day. Ten or 12 in each Form have elected this informal work and a good start has been made. A study period from 3:30 to 4:15 will compensate for the time lost in school. It is hoped that this arrangement will more nearly meet the needs of the few boys who are not yet ready for competitive sports.

Each month during the school year the Atlantic Monthly provides an "Atlantic Study Plan" for use with the magazine in the English classes. For several years and again this year William Paxton, head of our English Department, has written the Study Plan for October. It is a responsible undertaking, and reflects credit on the School and on him as a distinguished teacher.

During the summer one major job was undertaken and completed. The ground floor of the gymnasium, containing the locker rooms, showers, and bowling alleys, was modernized. New shower rooms were built, additional space was provided for lockers, cement floors were poured in all the locker rooms, a new visiting team room was provided and the athletic department now has a proper store and storeroom. Excepting for a new wall in each of the shower rooms and the plumbing, this work was done entirely by our own staff. The locker rooms and the stairways have been painted, and relatively antiquated accommodations have been made useful and attractive.

Committee on [illegible]

[illegible]

[illegible] in the science department [illegible] Director of Statistics. [illegible] scholarship in the [illegible] and his appointment [illegible] his potentialities.

In the [illegible]

[illegible]

[illegible]

[illegible]

[illegible]

3. Trustees M.B.S.
Committee on M.B.S. and L.S.

MOSES BROWN SCHOOL
PROVIDENCE, R.I.

Two new cement walks were laid. The painting of the hallways in Middle House and the Lower School basement was completed. The Paxtons' apartment was entirely redecorated. There was, in addition, the usual painting, papering, and general maintenance throughout the School.

"Moses Brown at Grindle Point," Islesboro, Maine, has been sold. I should like to review the situation for those of you not entirely familiar with it. In 1942, Mr. and Mrs. Arthur M. Anderson, of Bedford Hills, gave to the School their fine property at Grindle Point, Dark Harbor, (Islesboro), Maine. The School accepted the gift with the thought that it might be used as a place of summer study and recreation for a few boys. For several years the project was operated at a loss. There was apparently not the demand for the kind of program in which we are interested, and there was no desire to assume the responsibility for a summer camp or summer school as such. For the past two or three years no use has been made of the property, and it was decided last winter that it should be sold. The committee in charge of the arrangements for the sale had an appraisal made and the price obtained for the house and land was satisfactory. There probably will be a few thousand dollars net after the School has been reimbursed for the money expended on the project. It is hoped that perhaps this money may be used to purchase a piece of land on a pond not too far from Providence so that a week-end camp may be established for boys and faculty. This would be an asset to the School and would please the Andersons.

During the last school year there was organized a Rhode Island Association of Independent Schools. Representatives of these schools had been meeting informally from time to time; but, with the whole question of accreditation under consideration, it seemed to be desirable to establish an organization which could speak for all the schools. In the spring several of the Junior Schools and schools with Junior Departments were notified by the State Board of Education that they were not conforming to the requirement as to the length of the school year. The Executive Committee of the new Association asked the State Board of Education for an opportunity to present the facts, and to ask for an interpretation of the Section which applied to the non-public schools. The public schools are required to have 180 days of school. The independent schools are required to have "substantially the same time." The Board of Education now interprets "substantially the same time" to mean school hours rather than school days. That is, they are willing to accept a minimum of 900 hours and 150 days. With our longer school day, we at Moses Brown meet this requirement without difficulty. There has been no question with respect to the secondary school as the Saturday morning classes give us technically substantially more than the minimum of 180 days.

10/53

4. Trustees M.B.S.
Committee on M.B.S. and L.S.

MOSES BROWN SCHOOL
PROVIDENCE, R.I.

New England, unlike other areas in the United States, has had in recent years no agency which would assume responsibility for school accrediting. In all other areas, the Regional Association of Colleges and Secondary Schools has set up elaborate machinery for this purpose. The New England Association has somewhat reluctantly now undertaken to provide an organization which will set up standards for the schools in the Association. I have the privilege of representing Rhode Island schools on the small sub-committee which is attempting to do this for the independent schools. Those of us who regularly send students to college have had to meet the academic standard of the College Entrance Examination Board. This will certainly be one of the important considerations in the new program, but the study will involve, also, all the facilities of a school.

For many years, we at Moses Brown have said that more than 95% of our graduates go on to college. This has been a modest round figure. I do not recall any class with as small a college entrance group as 95%. Four years ago one boy in a graduating class of 44 did not go on because of financial circumstances, but did enter the following year, having been accepted to college upon graduation. The next two years all candidates completed their requirements for college; and this year, of the 52 graduating, 52 have been admitted. It is interesting that our boys scatter widely. Last year they attended 24 colleges. This year they have been admitted to 24 colleges.

Several members of the class were scholarship winners. Two deserve special mention. This year for the first time, Dartmouth College awarded a Daniel Webster National Scholarship to twenty outstanding young men from all over the country; James W. McDowell had the distinction of winning one of these. John Seddon Weske was one of five boys to be awarded a Gordon McKay Scholarship by Harvard College as a young man of special potential and promise in the field of engineering. These awards carried stipends theoretically large enough to cover all the financial needs of the recipient.

The school year has begun well. The new teachers seem to have the personal and professional qualities which we desire. We have an unusually large group of new teachers, but the School has been fortunate over the years to have a solid corps of experienced men and women who have built their lives into it. And those new to us should fit into the pattern quickly. It should be a good year.

Respectfully submitted,

L. Ralston Thomas
Headmaster

The second meeting of the Board of Trustees of Moses Brown School was called to order by the President, Mr. William H. Edwards, at 8 p.m. October 5, in Alumni Hall. The roll was called by the Secretary and showed the following members present: Dr. Bruce M. Bigelow, Mr. Charles F. Brown, Miss Edith L. Buffum, Mr. Woodworth L. Carpenter, Mr. Benjamin L. Cook, Jr., Mr. Westcote H. Chesebrough, Mr. William H. Edwards, Dr. Franklin K. Fite, Mr. Henry C. Foster, Mrs. Hovey T. Freeman, Mr. Oliver J.B. Henderson, Mr. E. John Lownes, Jr., Dr. Thomas Perry, Jr., Mr. Gren O. Pierrel, Dr. Alexander C. Purdy, Mrs. Edwin F. Sherman, Jr., Mrs. Charles P. Sisson, Mr. Donald B. Snyder, Mr. Frederick C. Tanner, Miss Virginia Townsend, Mr. Achille G. Vervena and Mr. Walter H. Wood.

Mr. Edwards asked for a motion that the minutes of the last meeting be approved as mailed. Mr. Cook made a motion to this effect, seconded by Dr. Perry, and it was so voted.

The report of the Executive Committee was read by Mr. Thomas and amended in one particular, to read "After due consideration the majority of the Committee voted, on recommendation and motion of the Headmaster, to recommend to the Board of Trustees that the box lunch program be put into effect, permitting boys of the Lower School to bring box lunches." This report also dealt with the naming of Mr. Edwards as Chairman, the naming of a finance committee of three, (Donald B. Snyder, Chairman, Frederick C. Tanner and Achille G. Vervena), and the formulation of a set of by-laws.

On motion of Mr. Carpenter, seconded by Mr. Henderson, it was voted to approve this report.

Mr. Edwards then called upon Dr. Perry to present the set of by-laws which he had drawn up with the help of the Executive Committee.

The by-laws were discussed section by section with much discussion and amendment and a copy of these by-laws in their final form, as amended and voted, is attached. Some of the discussion relative to the amendments was as follows: Mrs. Freeman raised the question of whether it was desirable for the Alumni President, who is automatically a Board member, to be on the Board of Trustees for an indefinite period. Mr. Vervena pointed out that the by-laws of the Alumni Association limit the President's term of office to two years, thus guaranteeing a change of representation for both bodies. Dr. Perry thought it essential that the President of the Alumni Association serve because he is so well aware of School problems. It was the sense of the discussion that Article 1, Section 2,

dealing with the election of the board members, applied to Section 1d, but not to a, b, or c. Therefore, this Section 2 as such was omitted and the proviso about electing officers was made to follow directly after Section 1d.

At the suggestion of Mr. Carpenter, Article I, Section 1d, was clarified as to the time of the election, "at the Annual Meeting."

Mr. Bigelow proposed the amendment of Article I, Section 1a, to give the School Committee more freedom of procedure. It was so voted.

Article II, Section 5, was discussed by Mr. Lownes relative to the way a Nominating Committee would be chosen and would operate.

Mr. Purdy opposed on principle a president-appointed nominating committee, and Mr. Bigelow suggested that the Executive Committee name the Nominating Committee. A majority vote favored Mr. Bigelow's plan.

There was some discussion as to whether the Headmaster should not be made a member of the Board of Trustees. Dr. Perry said it was conceivable that a Headmaster might not be a Friend and this fact might upset the 13-12 balance on the Board which favors the Friends in the management of their own school. It was felt that it would be wise to leave to practice the attendance of the Headmaster at all committees and sub-committees and that, therefore, amendment of Article II, Section 4 was unnecessary.

In Article III, Section 1, the date of the Annual Meeting of the Board of Trustees was set on the first Monday of May to put it near the meeting of the Lincoln School Board and the School Committee meeting.

On motion of Mr. Pierrel, seconded by Mr. Snyder, it was unanimously voted that the by-laws, as variously amended in discussion and as corrected in the copy attached to this report, be approved.

Box Lunch. Mr. Thomas described to the Board some of the background on the question of box lunches. He pointed to a survey made by the Parents' Council which showed that 42 children would take advantage of a box lunch plan, 61 parents would be glad to see freedom of choice introduced, and 13 were opposed to the plan. Many of course did not reply. The School point of view has been that Moses Brown could offer boys a hot lunch, a desirable thing. He thought the Board should be well aware that if there was any great falling away of numbers from a hot to a box lunch, these results might ensue: 1. financial loss

to the School; 2. a change therefore in the whole feeding program; and 3. a possible rise in tuition to offset financial loss of possibly $3,000.

Mr. Thomas said he was personally quite willing to cooperate but that the Board must realize the problems involved, appoint a committee to study the matter and inform parents directly of their decision.

The following recommendation from the Executive Committee was read by the Secretary:

> "After due consideration, the majority of the Committee voted, on recommendation and motion of the Headmaster, to recommend to the Board of Trustees that the box lunch program be put into effect, permitting boys of the Lower School to bring box lunches."

Mr. Bigelow moved that the above statement be adopted and that a report as to the outcome of this plan be made at the end of the year. Mrs. Sisson seconded the motion.

In the discussion which followed, Mr. Pierrel wanted to know how long it would take to tell if the plan were working, was told 1-2 years, was hopeful that a start would be made in 1953. Mr. Vervena stressed the broader education provided by a hot, served, supervised meal.

In the vote which followed, all were in favor of the Executive Committee's motion, with the exception of Mr. Vervena.

It was decided that the Executive Committee would handle the details, with the freedom to choose hot or cold lunches available to all children, regardless of financial need.

Mr. Thomas mentioned the loan of two Moses Brown chairs to an exhibition of the Newport Preservation Society which declared them extremely valuable.

Mr. Thomas then gave a very fine Headmaster's report and Financial Report, copies of which are attached to the Secretary's report.

He discussed the delayed opening of School due to poliomyelitis, the high enrollment figure (almost 400), the large number of fine new teachers, improvements in the physical plant, and the sale of "Moses Brown at Grindle Point," educational time requirements, accreditation procedures, and the fine record of scholarship.

BYLAWS FOR THE BOARD OF TRUSTEES OF MOSES BROWN SCHOOL (1953)

ARTICLE I

MEMBERSHIP

Section 1

The Board shall consist of twenty-five members as follows:

a) Thirteen from the Committee on Moses Brown School and Lincoln School. These shall be appointed by the School Committee.

b) Three from the Alumni Association. The President of the Alumni Association and the immediate past President shall be members of the Board of Trustees. The third member shall be chosen by the Alumni in a manner to be determined by them. If either of the Presidents cannot serve, the Alumni Association may elect a substitute.

c) Two from the Parents' Council. The Chairman of the Parents' Council and the immediate past Chairman shall be members of the Board of Trustees. If either of the Chairmen cannot serve, the Parents' Council may elect a substitute.

d) Seven to be elected from alumni, parents, and friends of the School by the Board of Trustees. These members shall be chosen by the Board of Trustees for terms of three years or until their successors are elected. If one of these members is unable to complete a three-year term, a new member may be elected to finish the remainder of the appointment. In so far as possible, approximately one third of this membership shall be elected each year at the Annual Meeting. With the exception of officers, these members shall not be elected for more than two consecutive three-year terms. After an interval of one or more years, a person who has served two consecutive terms may be re-elected.

ARTICLE II

Officers and Their Duties

Section 1

The Officers of the Board of Trustees shall be a President, a Vice-President, and a Secretary elected as hereinafter provided.

Section 2

Nine members of the Board of Trustees shall constitute a quorum for the transaction of business; less than a quorum may be adjourned from time to time.

Section 3

The Officers shall be elected annually by the Board of Trustees from its own number, to hold office for one year, or until their successors are elected. The Board of Trustees shall have power to fill any vacancies in these Offices and to appoint an Assistant Secretary, with authority, to perform the duties of the Secretary in case of the latter's absence or inability.

Section 4

The Board of Trustees may elect annually from its number five members who, with the President, will constitute an Executive Committee. A majority of the Executive Committee shall be Quaker members of the New England Yearly Meeting Committee for Moses Brown School and Lincoln School. The Board may delegate to this Committee such powers in the management, direction, and supervision of the affairs of the Trustees as it may deem advisable.

Section 5

At a suitable time before the Annual Meeting, the Executive Committee shall appoint a Nominating Committee. The Nominating Committee shall present a slate comprising Officers, Executive Committee, and Members of the Board.

Section 6

The Board of Trustees may, at any time, appoint such committees and agents as may be deemed necessary, and prescribe their powers and duties, and may revoke such appointments at pleasure.

Section 7

The President shall preside at all meetings of the Board of Trustees. In the absence of the President, his duties shall devolve upon the Vice-President.

Section 8

The Secretary shall keep a record of the proceedings of the Board of Trustees, attend to the giving and serving of all notices, and perform such other duties as appertain to the office, or as the Board of Trustees may require.

ARTICLE III

Meetings

Section 1

The Annual Meeting of the Board of Trustees shall be held the Monday night preceding the first Tuesday in May or at such other time as the Board may designate. There shall also be a regular Fall Meeting of the Board. Special meetings of the Board shall be called by the Secretary upon request of the President or three members of the Board, provided at least forty-eight hours' notice is given of each special meeting and its purpose.

ARTICLE IV

Amendments

Section 1

These Bylaws may be amended, altered, or repealed at any meeting of the Board of Trustees, provided written notice of the proposed changes shall be sent to the Trustees at least one week prior to such meeting.

10/6/53-M1

MOSES BROWN SCHOOL
PROVIDENCE, R.I.

A regular meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall, Moses Brown School, Tenth Month 6, 1953, at 10 a.m.

There were present: Donald B. Snyder, Clerk, George I. Bliss, T. Dwight Boole, Russell D. Brooks, Edith L. Buffum, Ruth C. Burgess, Franklin K. Fite, Henry C. Foster, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, Virginia Townsend, Willard H. Ware, William Webster, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood. Regrets for absence were received from Moses Bailey (who is abroad), Bruce M. Bigelow, Charles F. Brown, Richard M. Gummere.

The Clerk spoke for the Committee in welcoming the new members: Russell D. Brooks, Willard H. Ware.

The Recording Clerk was directed to send to Moses and Mabel Bailey (who are in Beirut, Lebanon) the greetings of the Committee, and warm wishes for the success of their work under the American Friends Service Committee.

The Minutes of the meeting held at Andover, Massachusetts, Sixth Month 18, were approved as circulated.

Frances E. Wheeler reported for the Nominating Committee. There was a discussion of the specific requirements for appointment by this Committee to the Board of Trustees of Lincoln School and the Board of Trustees of Moses Brown School. It was agreed that only those Friends who are under appointment to this Committee by the Yearly Meeting may be designated as appointees from the Committee to the respective Boards of Trustees. The following recommendations of the Nominating Committee were approved:

Clerk - Donald B. Snyder
Recording Clerk - L. Ralston Thomas
Executive Committee - Donald B. Snyder, Bruce M. Bigelow, George I. Bliss, Edith L. Buffum, Russell D. Brooks, Henry C. Foster, Alexander C. Purdy, Margaret G. Sisson, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood
Trustees of Lincoln School - Moses Bailey, George I. Bliss, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Franklin K. Fite, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Willard H. Ware, Walter H. Wood

Trustees of Moses Brown School - Moses Bailey, Charles F. Brown, Edith L. Buffum, Franklin K. Fite, Henry C. Foster, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Charles H. White, Walter H. Wood
Scholarship Committee - Edith L. Buffum, Marion S. Cole, L. Ralston Thomas, Frances E. Wheeler

As indicated in the Headmaster's report the School property at Grindle Point, Islesboro, Maine, has been sold. Charles H. White, who acted for the Committee in negotiating the sale, reported that approximately the asking price had been obtained. The purchaser is a member of the Aldrich family of New York and Islesboro. The title has been searched, and the deed will be passed within a very short time.

L. Ralston Thomas informed the Committee that in accordance with the sale arrangement, all the furniture was removed from the house before the first of the month and brought to Providence. A considerable part of it has been most useful at the School.

When the settlement has been made and the School has been reimbursed for the money it has expended on the property, there will be three or four thousand dollars available. Mr . and Mrs. Anderson would be glad to have this used for a camp or some similar project which boys and masters may use for week ends and holidays. It was agreed that the question as to the use of this fund should be referred to the Trustees with the request that they work out some plans for the consideration of this Committee.

The next meeting of the Committee on Moses Brown School and Lincoln School will be held Fifth Month 4, 1954, with the understanding that the Clerk may call a mid-winter meeting if it should seem necessary or desirable to do so.

During the summer two of the Moses Brown Queen Anne chairs belonging to the School have been on exhibition in Newport under the auspices of the Preservation Society of Newport County. These chairs have considerable value. David Stockwell, a dealer in Eighteenth Century American Furniture, Philadelphia, has inquired if these chairs are for sale. The Recording Clerk is requested to inform him that they are not for sale now. (The Committee is, however, interested in knowing what might be offered for them.)

The Assistant Secretary of the Rhode Island Hospital Trust Company has informed our Treasurer that the Bank is desirous of having a new and current authority completed for our account. The Committee on Moses Brown School and Lincoln School authorizes the Treasurer, E. Harold Jernquist, to sign and the Headmaster, L. Ralston Thomas, to countersign checks on the Moses Brown School account; the Treasurer and Headmaster are authorized to make deposits on the account, and in the case of the incapacity of either the Treasurer or Headmaster, or other emergencies, the Executive Committee may designate an alternate.

It was reported that as of August 3, 1953, the Hartford National Bank and Trust Company had forwarded a copy of its annual accounting of the Trust under the Will of Walter R. Jones, of which Moses Brown is the residuary legatee. This accounting indicates that after the annuities had been paid, a substantial sum was transferred to the principal account. The total value of the Trust is now approximately $161,000.

At the request of Ruth C. Burgess the Clerk brought to the attention of the Committee the work being carried on under the National Scholarship Service and Fund for Negro Students. Following a brief discussion, it was agreed that a committee of three should be appointed to secure further information to be presented at a later meeting. The following were named: George I. Bliss, Russell D. Brooks, Ruth C. Burgess; the Clerk, Donald B. Snyder, to be a member ex-officio.

The Headmistress and Headmaster made brief supplementary oral reports.

Dr. Thomas Perry, Jr. reported for the committee "to consider the whole problem of inevitable change in the administration of the two Schools."

A buffet luncheon was served in Alumni Hall at 12:10 p.m.

Adjourned.

L Ralston Thomas

L. Ralston Thomas
Recording Clerk

It was reported that on [illegible] [illegible] ditional [illegible] Congress had [illegible] of the [illegible] by [illegible] Moses [illegible] that after [illegible] and transferred to the [illegible].

At the request of [illegible] of the Committee [illegible] ditional [illegible] meeting. [illegible]

[illegible]

[illegible] committee [illegible]

A [illegible] was [illegible]

Adjourned.

[illegible]
Secretary

6/53 - M 4

The Committee on Moses Brown School and Lincoln School

Minutes on the retirement of the Headmaster and Headmistress

MOSES BROWN SCHOOL
PROVIDENCE, R. I.

Thomas Perry reported for a committee consisting of Virginia Townsend, Alexander Purdy, Richard Gummere, Margaret Sisson and Thomas Perry which was appointed to study the situation regarding the eventual retirement of the headmaster and headmistress. This committee discovered that there is no specified age for the retirement of these administrators in the policy of the schools or school committee.

The committee, in conferring with Marion Cole, found her to be in excellent health and though beyond the usual retirement age of 65, anxious to continue on a yearly basis as long as the committee sees fit to appoint her.

Ralston Thomas, the committee found, is now sixty-three years of age. He looks forward to active service for this year and the academic year 1954-55. It is his hope that he could retire at that time.

Following these interviews the committee met again to further study the matter. They were united in feeling that both school heads should not be replaced at the same time. It was felt that Ralston Thomas's request for retirement at the end of the 1954-55 year should be honored and that in anticipation of that event, steps be taken to find a successor now. It was recommended that Marion Cole be given appointment on a yearly review basis for at least three more years.

Discussion: In the discussion that followed this report it was asked if thought had been given to the possibility of appointing an assistant headmistress to the Lincoln School that could be groomed for the position of headmistress.

Action: The committee is united in confirming Marion Cole's appointment for 1953-54. It has authorized the executive committee to consider her appointment for the 1954-55 year later in this academic year.

The recommendation of the committee regarding the retirement of Ralston Thomas is approved.

It is agreed that the present committee remain under appointment to consider candidates for successor to Ralston Thomas as headmaster. It was felt that this committee should be empowered to co-opt others from the School Committee. The clerk of the School Committee shall be an ex-officio member of this sub-committee. The Board of Trustees of the Moses Brown School shall be invited to name two of their non-Yearly Meeting members to act in advisory capacity and to meet occasionally with the sub-committee. It was felt that the sub-committee should feel free to consult with members of the faculty also.

George I. Bliss
Recording Clerk, Pro Tem

E-BT 10/20/53-M

At a meeting of the Executive Committee of the Board of Trustees of Moses Brown School held October 20, 1953, at 4:30 p.m., the following members were present: William H. Edwards, chairman, Thomas Perry, Jr., Margaret G. Sisson, Donald B. Snyder, Achille G. Vervena and L. Ralston Thomas. An excuse for absence was received from Bruce M. Bigelow.

The principal business of the meeting was the consideration of the box-lunch program approved by the Board of Trustees at its meeting on Monday, October 5th. The Executive Committee was requested to work out the details.

The cost to the School for supervision, laundry and service was considered, and it was decided that a charge of five dollars per half year should be made for those who bring their lunches to School. This covers only a portion of the actual cost to the School.

The boys who bring their lunches will eat in the dining room at separate tables under the supervision of the teachers. Lunches will be brought in proper lunch boxes, preferably those containing a thermos.

The program will begin immediately after the Thanksgiving holiday, on November the 30th. For those boys now taking their mid-day meal at the School who begin to carry their lunches at that time, the luncheon charge will be pro-rated; that is, they will be charged for one-half the half year rate.

A letter will be sent to the parents of the Lower School boys informing them that, in view of the wide expression of interest in a box-lunch program, and on the recommendation of the Headmaster, the Board of Trustees has given its approval to the proposal. The Headmaster will draft a letter, and will consult with the chairman of this committee before it is circulated.

Donald B. Snyder, Clerk of the School Committee, reported on two actions taken at the last Committee meeting. (1) The property at Grindle Point has been sold and there will be some money, probably three or four thousand dollars, remaining after all obligations have been satisfied. It has been recommended that this

E-BT
10/20/53-M2

money might possibly be used to secure a location on a pond not too far from Providence for a School Camp for week-end use of boys and teachers. This has been referred to the Board of Trustees for its study and advice. (2) The committee appointed to consider "the inevitable change in the administration of the two Schools" reported to the last meeting of the School Committee. The special sub-committee was continued, and it was directed that, at the proper time, two non-Yearly Meeting members of the Board of Trustees should be added to it.

L Ralston Thomas

L. Ralston Thomas

Secretary

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L. Ralston Thomas

L. Ralston Thomas

Secretary

E.B.I - 1/14/54

A meeting of the Executive Committee of the Moses Brown School Board of Trustees was held in the Headmaster's office January 14, 1954, at 4:30 in the afternoon.

There were present: William H. Edwards, Chairman, Bruce M. Bigelow, Thomas Perry, Jr., Margaret G. Sisson, Donald B. Snyder, Achille G. Vervena.

The Minutes of the last meeting were approved as circulated.

Achille G. Vervena made the following report for the Finance Committee:

> " The Committee, with the Headmaster and Treasurer, has examined the budget presented for the fiscal year July 1, 1953 - June 30, 1954.
>
> The anticipated income is $314,120. The budgeted expenditures, including the addition to the Pension Fund, total $311,845, indicating a probable gain of $2,275 for the year's operations.
>
> It is recommended that this budget be approved.
>
> The Finance Committee discussed also the urgent need for capital improvements. It was the consensus that immediate steps should be taken to initiate a campaign for building funds by engaging fund-raising counsel for survey and guidance, and by setting up immediately whatever organization will be most effective. It would appear that, looking into the future, all non-profit educational institutions will be dependent, to some extent, on "annual giving" programs. The Finance Committee believes, however, that any annual giving effort should be deferred until a capital funds campaign has been completed. We urge that no more time be lost in undertaking a fund-raising campaign."

The report was accepted and the budget approved.

The recommendations with respect to a fund-raising program were considered in detail later in the meeting.

Dr. Thomas Perry, Jr. informed the Executive Committee that the small sub-committee appointed by the Committee on Moses Brown School and Lincoln School to consider the question of inevitable changes in the administration of the two schools has held several meetings. It now desires to add to its number representatives from the Board of Trustees. Bruce M. Bigelow and William H. Edwards are hereby unanimously appointed.

Attention was called also to the desirability of a re-study of the present pension program of the School. The particular question raised was whether, in the case of a married master, some provision might be made for the wife by dividing the pension payments. The whole problem needs re-study, however, and it is referred to the Finance Committee with full power to secure whatever advice it may require.

The Headmaster reported that the School would have to make an adjustment in reporting wages and salaries for Social Security. Up to this time the School has not included living in its computation. We are informed that this must be done. We are suggesting $45. a month as a proper nominal sum. Whether this will

be acceptable has not yet been determined, nor is it known whether the new scale will be applied retroactively. The Headmaster is authorized to make the best agreement possible.

There has been no increase in the charge for "board and tuition" during the last three years. In order to meet partially the increased costs, it was agreed that there should be an increase for 1954-1955 of $100, making the "board and tuition" charge $1600. There is no change at present in the tuition rates for day students.

The Station Wagon which the School has been using is a 1942 Plymouth. Its condition is such that it no longer is satisfactory for group transportation. The Headmaster is therefore authorized to purchase another station wagon for the School and to turn in the Plymouth.

The recommendation of the Finance Committee with respect to a fund-raising campaign for the School was discussed at some length. It was the consensus of this committee that immediate consideration should be given to the whole question. The study should include in particular the following:

1) Should an effort be made to initiate a fund-raising campaign at this time?
2) For what purposes should the money be designated?
3) What should be the relationship with Lincoln School? (They are now giving consideration to a fund-raising campaign)

In the course of the discussion the desirability of having a survey made of the needs of the School was emphasized. It was suggested that a professional agency might be employedfor this purpose. The Executive Committee, however, seemed to favor another suggestion: i.e., that three competent heads of schools or former heads of schools be brought in to make this survey and report their findings. (If a Lincoln School campaign is to be combined with the Moses Brown campaign, the Committee composed of heads of schools might include one woman, or there might be a committee of four, consisting of two men and two women.) For this service they would receive adequate honoraria. We recommend, therefore, that the School Committee be requested to give this Executive Committee authority to study the whole question of fund raising, and authority to proceed to carry out a campaign as rapidly as possible if it seems desirable to do so. The Clerk will call a meeting of the Committee on Moses Brown School for the second of February.

The one remaining item, that is, "Exchange for faculty children under the S.E.B. plan," was tabled for consideration at a later meeting.

L Ralston Thomas
(Signed) L. Ralston Thomas
Secretary

C-2/2/54

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Committee in Charge of Moses Brown School:

In my report to the Committee at the opening of School I spoke of the appointment of Edmund F. Armstrong as Director of Athletics, and the curriculum change which it was hoped would more nearly meet the needs of the younger boys in the Upper School and those not especially interested in competitive sports. This program has developed most satisfactorily. The school day for all Upper School boys has been extended to 4:30, and the first and second forms are having their athletic activities during regular class periods with a late afternoon study hall. Practically every boy is now participating in some activity, better provision has been made for clubs, and there is general approval on the part of boys and faculty of the new arrangement.

The new faculty appointments seem to be working out well and we are fortunate to have a full staff of competent teachers and assistants. We have, however, had a recent change in staff. Dorothy Lewis Robison, who has been a teacher in charge of the second grade at Moses Brown since 1946, has resigned as of the half year to be married. Mrs. Nancy B. Kenyon, the first grade assistant, also an experienced teacher, will take over the work of the second grade, and a new assistant, Mrs. Louise F. Leander, has been appointed to work with Eleanor Eastman in the first grade. Mrs. Robison is a highly skilled teacher and will be greatly missed.

During the first half year there have been a number of changes in the student body, but the enrollment has remained practically the same, with a total at present of 399 boys.

Cold Lunch Program - The recommendation of the Parents Council referred to the Board of Trustees and approved by them in the fall permitting Lower School boys to bring their lunches to School became effective as of the Thanksgiving holiday. There are 32 boys who are taking advantage of this program. Of these 7 had not previously eaten the noon meal at School. This number probably will not change materially at the half year. The program would appear to be working out as satisfactorily as could have been anticipated.

Book Fair - With the cooperation of the Parents Council the annual book fair was again most successful. Committees of parents and teachers, under the chairmanship of Mrs. James A. Thompson of the Council, took orders for books selected by the teachers as appropriate for the various age groups. The books were attractively displayed and some 60 mothers assisted with the sale. During the two days approximately 1200 books were purchased by parents and boys. From the profits, substantial additions of books for general reading are being made to the classroom collections and to the school library.

Under the sponsorship of the Automobile Club of Rhode Island a conference on teen-age traffic safety was held early in November. More than 100 boys and girls representing the public, parochial, and independent schools in the State were in attendance. The conference drew up a set of recommendations which has attracted nation-wide interest. John M. Snyder, a Moses Brown senior, was the general chairman.

Moses Brown boys have shared in a number of other off-campus conferences including the Conference on Education for Public Service held at the Winsor School in Boston, and the young peoples' program during the recent Quarterly Meeting in Providence.

The fall activities included the annual production of three one-act plays by the Proscenium Club under the direction of William A. Reifsnyder, a member of our English department, and the Lower School Christmas Pageant "The Nativity Told in Pantomime and in Carols of Many Countries," directed by Editha Thomas.

The Reverend Lawrence L. Durgin, of the Central Congregational Church, delivered the address at the Vesper Service just before the Christmas holiday.

In order to provide another opportunity for the boys and their fathers, as well as alumni, to share in a school activity, special invitations were issued for a "Friday Night" at which David Jarden told of his experiences in northwestern Ontario. The attendance was excellent and the program was received with enthusiasm. The Parents Council asked that another evening be planned, and invitations have been sent for Friday, February 5. It is hoped that these Father and Son get-togethers may become part of the regular winter program.

Members of the faculty have participated in a variety of conferences involving fields of their special responsibility or interests, and in community activities as well. Elisabeth Weeks, School Secretary, attended the annual conference of secretaries of Friends Schools held at Sidwell Friends School in Washington. J.Drisko Allen, Head of the Lower School, has been elected a trustee of the East Providence Free Library Association. The Headmaster has been appointed to the Standing Committee on Independent Schools of the New England Association of Colleges and Secondary Schools. This committee has as its special responsibility the problem of accreditation of the independent schools in New England. Theodore Whitford is a member of the Executive Committee of the Rhode Island Chapter of the Modern Language Association. Warren Howe was a member of the committee responsible for the program celebrating the 250th anniversary of the Saylesville Meeting.

Mary Eleanor Lombard, the Dietitian at Moses Brown from 1926 until her retirement in 1941, has continued to live in Providence until the first of this year. Before she went to New Jersey, the ladies of the faculty gave her a tea attended

by a large number of her friends at the School and in the community. All who knew her will be pleased to learn that she has been able to make very satisfactory arrangements for living at the Mary Fisher Home in Tenafly, New Jersey. This is, as I understand it, a home for retired professional women and would seem to be an ideal situation for her as it is near a doctor nephew who has been very close to her all his life.

Since the opening of School in the fall Moses Brown has been the recipient of a number of gifts for which we are most grateful:

> Frederick C. Tanner, a member of the Board of Trustees, has made available to us three valuable pieces of visual aid equipment - A Beseler Vu-Lyte Opaque Projector for large-size copy; an SVE School Master Dual Purpose Projector for slide and filmstrip projection; and a Micro-Beam Attachment for the projection of microscopic slides.
>
> All three pieces of equipment are the latest models in design and manufacture, and will be useful throughout the School in all departments.
>
> Margaret G. Sisson has presented to us a reproduction of a most interesting map of early Providence, made originally in 1823, which shows the location of "Friends School."
>
> We have received books and other material from several friends, including furnishings for the Directors Room in the Gymnasium by the Alumni Association Board of Directors.
>
> There have been the following gifts of money:
>
> $50 from Mr. and Mrs. John D. Connell for the use of the Library.
>
> $500 from an anonymous friend to be used at the discretion of the Headmaster. This has been added to the Library Fund.
>
> $20,000 from a friend of the School who wishes to remain completely anonymous. It is his hope that this may help to stimulate a fund-raising effort during the present administration.

Finances - The budget for 1953-54 has been approved by the Finance and Executive Committees. The anticipated income is $314,120. The budgeted expenditures, including the addition to the pension fund, total $311,845. This provides only a very narrow margin between income and expenditure, but if recent experience is a criterion the estimates should prove to be reasonably accurate.

Respectfully submitted,

Headmaster

C-2/2/54-M1

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

At a meeting of the Committee on Moses Brown School and Lincoln School held in Alumni Hall, Second Month 2, 1954, there were present: Donald B. Snyder, Clerk, George I. Bliss, Russell D. Brooks, Charles F. Brown, Ruth C. Burgess, Henry C. Foster, Phebe F. Perry, Thomas Perry, Jr., Alexander C. Purdy, Virginia Townsend, William Webster, Charles H. White, Marion S. Cole, L. Ralston Thomas.

Regrets for absence were received from Moses Bailey, Bruce M. Bigelow, T. Dwight Boole, Edith L. Buffum, Franklin K. Fite, Richard M. Gummere, Mary Hoxie Jones, Gren O. Pierrel, Margaret G. Sisson, Willard H. Ware, Frances E. Wheeler, Lyra T. Wolkins, Walter H. Wood.

The Minutes of the meeting held Tenth Month 6, 1953, were approved as circulated.

The first business of the meeting was the consideration of a recommendation of the Executive Committee of the Board of Trustees. The Clerk introduced this by giving something of the history and background of the situation.

> At the meeting of the Executive Committee of the Board of Trustees held First Month 14, 1954, the Finance Committee reported on the current budget and then continued:
>
> "The Finance Committee discussed also the urgent need for capital improvements. It was the consensus that immediate steps should be taken to initiate a campaign for building funds by engaging fund-raising counsel for survey and guidance, and by setting up immediately whatever organization will be most effective. It would appear that, looking into the future, all non-profit educational institutions will be dependent, to some extent, on 'annual giving' programs. The Finance Committee believes, however, that any annual giving effort should be deferred until a capital funds campaign has been completed. We urge that no more time be lost in undertaking a fund-raising campaign."
>
> "The recommendation of the Finance Committee with respect to a fund-raising campaign for the School was discussed at some length [by the Executive Committee]. It was the consensus of this committee that immediate consideration should be given to the whole question. The study should include in particular the following:

1) Should an effort be made to initiate a fund-raising campaign at this time?
2) For what purposes should the money be designated?
3) What should be the relationship with Lincoln School? (They are now giving consideration to a fund-raising campaign)

"In the course of the discussion the desirability of having a survey made of the needs of the School was emphasized. It was suggested that a professional agency might be employed for this purpose. The Executive Committee, however, seemed to favor another suggestion: i.e., that three competent heads of schools or former heads of schools be brought in to make this survey and report their findings. (If a Lincoln School campaign is to be combined with the Moses Brown campaign, the Committee composed of heads of schools might include one woman, or there might be a committee of four, consisting of two men and two women.) For this service they would receive adequate honoraria. We recommend, therefore, that the School Committee be requested to give this Executive Committee authority to study the whole question of fund raising, and authority to proceed to carry out a campaign as rapidly as possible if it seems desirable to do so. The Clerk will call a meeting of the Committee on Moses Brown School for the second of February."

The Executive Committee of Lincoln School reported also "that it is prepared to have Lincoln School go along with a survey looking toward a fund raising drive if such is the will of the School Committee."

Following a general discussion of the whole problem, it was agreed that as both Schools are involved in any decisions made, the working out of detailed plans for a study of the needs of the two Schools, a survey of community potentialities, and the development of specific plans should be referred to the Executive Committees of the Boards of Trustees of the two Schools and the Executive Committee of the Committee on Moses Brown School and Lincoln School.

The Executive Committees are therefore asked to take such action as they may deem desirable, and to bring in a report to the meeting of this Committee in Fifth Month.

They are authorized to make such expenditures as may be necessary from the appropriate funds of the two Schools.

The Clerk, Donald B. Snyder, had to leave the meeting at 11:30 to catch a train. Thomas Perry, Jr. was asked to preside for the remainder of the meeting.

The Headmistress and the Headmaster then retired during the report of the special committee of which Thomas Perry, Jr. is chairman.

George Bliss reported for the special committee appointed to secure information on the National Scholarship and Service Fund for Negroes. Apparently this organization is not in a position to help finance scholarships in the Schools, but could be of help in selecting candidates. It was suggested that the Yearly Meeting or a group within the Yearly Meeting might provide some funds. It was decided, however, that sufficient information was not available at this time, and the committee is continued to give further consideration to the matter.

The Headmaster and the Headmistress gave brief supplementary reports.

The Committee adjourned for a buffet luncheon at 12:15.

Ralston Thomas

(Signed) L. Ralston Thomas

Recording Clerk

E-BT 2/24/54

A meeting of the Executive Committee of the Board of Trustees of Moses Brown School was held in the Headmaster's office Wednesday, February 24, 1954.

The meeting was called to order at four o'clock by the Chairman, William H. Edwards, and the following were present: Thomas Perry, Jr., Margaret G. Sisson, Donald B. Snyder, Achille G. Vervena, L. Ralston Thomas. Regrets for absence were received from Bruce M. Bigelow, who is away from the city, and from Frederick C. Tanner, who had been invited to sit with the Committee.

The Minutes of the meeting of January 14 were approved as circulated.

The anonymous gift of $20,000 is very much appreciated by the Committee and the Secretary is directed to thank the donors on behalf of the Committee.

The twenty thousand dollars is to be turned over to the Board of Managers of Investments and Permanent Funds for investment, and is to be temporarily designated as the "Trustees Fund." As additional new money is received it may properly be added to this fund.

The Committee also expressed its appreciation for the gifts received by the School from the Executive Committee of the Moses Brown Parents Council. The Chairman, William H. Edwards, is asked to write Mr. Westcote H. Chesebrough, Chairman of the Council, to thank him on behalf of this committee.

A brief financial report for the period Seventh Month 1, 1953 - First Month 31, 1954, was made by the Headmaster. The actual income and expenditures for the period follows the budget very closely.

There was a general discussion of the steps which might properly be taken in considering a fund raising program. It was the decision that three men, preferably headmasters or former heads of schools, should be selected to come to the School, live here for approximately a week, and make a detailed survey of the physical needs of the School. One of these men should be designated to write a report which would not only set forth the needs of the School but might be used in whole or in part for publicity purposes later. It is proposed that the honoraria for this service should be $400 each for two of the men and $500 for the person responsible for the report. The names of a number of possible candidates were mentioned, but the selection is to be left to Dr. Bruce M. Bigelow and the Headmaster, with authority to proceed.

It is understood that Lincoln School is making arrangements for a similar survey. When the reports of these surveys are available, the Executive Committees can determine the next steps to be taken in providing for a survey of the community.

Adjourned.

L Ralston Thomas

(Signed) L. Ralston Thomas
Secretary

A meeting of the Executive Committee of the Moses Brown Board of Trustees was held at the School Wednesday, April 7, 1954.

William H. Edwards, the chairman, called the meeting to order at 4:40 with the following present: Thomas Perry, Jr., Margaret G. Sisson, Donald B. Snyder, Achille G. Vervena, L. Ralston Thomas.

Excuse for absence was received from Bruce M. Bigelow, who is away from the city.

The Minutes of the meeting held February 24 were approved as circulated.

The Headmaster reported that he and Bruce M. Bigelow, who were directed at the last meeting to select the men and proceed with the survey of the physical plant, had made the following arrangements. Francis Parkman, Executive Secretary of the National Council of Independent Schools, Charles C. Tillinghast, Headmaster Emeritus of the Horace Mann School and professor of education at Columbia, and Wilmot R. Jones have accepted our invitation. They will make the survey during the week of May the tenth. Francis Parkman has engaged to write the formal report. While they are here they will want to meet with this Executive Committee, with other members of the Board of Trustees (and possibly make a full report to the Board later), with representative alumni, and the Executive Committee of the Parents Council or with representative parents.

The Headmaster gave a brief summary of the statement of income and expenditures compared with the budget for the

43 Adelphi Avenue
Providence, R. I.
March 23, 1954

Dear Tom:

At your suggestion we are putting on paper some of the ideas which you have heard us discuss informally about ways in which we trustees might become more active and helpful at Moses Brown School.

Since this Board of Trustees was formed to provide liason with the community, to answer criticism and hopefully to correct it, and since it is in the nature of events that trustees be asked eventually to raise money, we submit that these things will be better done if board members are more extensively involved in the School's problems and ideals. The use of sub-committees, within the Board of Trustees, to undertake special studies in the spirit of learning rather than criticism might be a means of more intelligent participation. These sub-committees would make reports to a Board which might well meet more frequently. In the same way, reports from the Parents' Council which is directly aware of School affairs might be frequently solicited.

In reading over the History of Moses Brown, three dominant strains of philosophy seem to be evident in its beginnings. Do these ideas apply in 1954? It might be helpful to have a small sub-committee examine these strains to determine whether the same philosophy of educational purpose is now held and what place remedial reading,for example, has in it. In a speech at Lincoln School last Fall, the headmistress of the Brearley School said that different schools in the community should complement each other, each fulfilling a different kind of need. An analysis of Moses Brown's place in the Providence scene would seem basic to an understanding of its future program.

These three strains from the History are:

1. "Stress laid on developing the Spirit of the School, the religious aspect, the preparation of ministers and leaders..."

on sports football uniforms in 3d, 4th, and 5th grade; the basic worth of sports as presently set up in the earliest grades; the lack of trust evident in advising parents in the winter term that they should not encourage their children to take sports because of heavy homework when attendance is really being discouraged because of inadequate Gym facilities; the thought of trading with local merchants for sports uniforms instead of getting them from Boston for the sake of better public relations; the possibility of having Father and Son day on a Saturday instead of a weekday (the disappointment to our children which results when Daddy cannot leave the office to be with his son hardly fosters better father-son relations).

Moses Brown is in competition as it sells its product - education. The Providence Country Day School has a new plant and a new lease on life, and the Henry Barnard School is moving to Mount Pleasant where it will have the most progressive teaching methods available in a modern school plant. These developments are a threat to Moses Brown and they may be an opportunity, depending on how they are met. This would seem to imply that Moses Brown must re-emphasize the spirit and quality of its education. As a result of its religious motivation the School must assume an increasingly democratic attitude toward the type of pupil selected for enrollment, and towards its educational methods. Parents and alumni will be eager to help in the troublesome financial times ahead for the private school only if they are treated as partners in the enterprise.

We write this because we are certain of an abundant interest in the community in the future of Moses Brown which can work to its immense advantage if the School, by laying its problems before the community, through the proper channels, indicates the need and desire for a mutual solution of them.

Sincerely yours,

(signed) Martha P. Sherman

Benjamin L. Cook, Jr.

Dr. Thomas Perry, Jr.
631 Angell Street
Providence 6, Rhode Island

April 29, 1954

Mr. Benjamin L. Cook, Jr.
156 George Street
Providence 6, Rhode Island

Dear Mr. Cook:

The Executive Committee of the Board of Trustees of Moses Brown School has asked me to acknowledge your letter of March 23 to Dr. Thomas Perry, Jr., and to give you the gist of the Committee's discussion of the questions which you have raised. This I am glad to try to do.

Your interest in the affairs of the School and your suggestions have been very much appreciated by all of us. Copies of your letter had been made available to members of the Executive Committee and it had been discussed briefly at an earlier meeting. Yesterday, each item which you mentioned, and related topics, were discussed at length and we had a most interesting and helpful meeting.

We are in complete agreement with you that there should be more frequent meetings of the Board of Trustees beginning with a third regular meeting each year in February, with other meetings to be called as they are needed. A number of the items of which you speak properly come within the sphere of the Parents' Council Executive Committee, and some of them already have had the attention of the Council, including the sports program. There are two representatives of the Parents' Council and two of the Alumni Association as regular members of the Board. We propose to ask the Chairman of the Council and the President of the Alumni to make reports at each meeting of the Board of Trustees.

The study of the School plant and the physical needs of the School will encompass some of the areas about which the Trustees should be informed. The men who are undertaking this project undoubtedly will report in due time on teachers' salaries, scholarships, pensions, as well as make recommendations as to building and plant requirements.

You mentioned also a matter which has been of concern to all of us. That is the use, on occasion, of the Meeting House for certain School activities. Such use would please the members of the Meeting. From the point of view of the School it is desirable, provided it can be fitted naturally into the activities of the classes or small groups. We all agree with you that it would have some distinct advantages.

Many of us have looked forward for a long time to the establishment of a Board of Trustees in which parents and alumni might have a voice in the management of the School and would interpret the School and its policies to the community. A good start has been made. It will take a little time and some experimentation to determine the best way to make this liaison most effective. We are thinking in terms of small committees as the need for them becomes evident.

Yours is the kind of interest which is most helpful and constructive. The Executive Committee asked me to express to you its appreciation, to which I should like to add my own.

Sincerely yours,

(Signed) L. Ralston Thomas
Headmaster

LRT.D

Similar letter sent to Mrs. Edwin F. Sherman, Jr.

E-BT 4/27/54

A meeting of the Executive Committee of the Board of Trustees of Moses Brown School was held on Tuesday, April 27, 1954, at 4:30. In the absence of the Chairman, Thomas Perry, Jr., Vice President, presided. There were present also Mrs. Charles P. Sisson, Donald B. Snyder, Achille G. Vervena, L. Ralston Thomas. Excuses for absence were received from Bruce M. Bigelow, and William H. Edwards.

A nominating committee was appointed, consisting of Mrs. Charles P. Sisson, Chairman, Thomas Perry, Jr., Achille G. Vervena. This committee was instructed to bring to the annual meeting of the Board of Trustees on Monday, May 3rd, a list of nominees for officers and committees. *

In reply to the question as to whether the next number of the Moses Brown Bulletin might contain the photographs of the three school men making the survey of the plant and some brief statement as to their project, it was agreed that this would be proper and desirable.

Consideration was given to a letter signed by Mrs. Sherman and Mr. Cook concerning the activities of the Trustees. This raised a number of pertinent questions which were discussed in detail by this Committee. The Headmaster was asked to write Mrs. Sherman and Mr. Cook to inform them of the thinking of this Committee on some of the questions raised and to express our appreciation for this interest on the part of members of the Board. The Headmaster was asked also to speak briefly on the salary situation at the meeting of the Board Monday evening.

We recommend that there be more frequent meetings of the Board of Trustees, beginning with a third regular meeting each year in February, with other meetings to be called by the President as they may be needed.

We recommend also that at each regular meeting of the Board of Trustees the President of the Alumni Association and the Chairman of the Executive Committee of the Parents Council be requested to make reports.

Adjourned at 6 P.M.

(Signed) L. Ralston Thomas, Secretary

* When the Board of Trustees was set up a year ago, it was necessary, in order to provide for proper rotation, to name certain members for one- or two-year terms, rather than the normal three-year term. It was understood that those on the shorter term would normally be renamed as their terms expired.

May 1954

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Board of Trustees of Moses Brown School
and to the Committee on Moses Brown School and Lincoln School

At the meeting of the Committee on Moses Brown School and Lincoln School in February, the Executive Committee of the Board of Trustees made certain recommendations with respect to the need for capital improvements and a fund-raising program. The Minutes of that meeting are in the hands of members of the School Committee.

Excerpts (accompanying this report) from those Minutes will inform the Board of Trustees of the consideration which has been given to the problem.

At the meeting of the Executive Committee of the Board of Trustees on February 24, 1954, it was decided that "three men, preferably headmasters or former heads of schools, should be selected to come to the School, live here for approximately a week, and make a detailed survey of the physical needs of the School. One of these men would be designated to write a report which would not only set forth the needs of the School but which might be used in whole or in part for publicity purposes later . . . . The selection [of these men] was left to Dr. Bruce M. Bigelow and the Headmaster, with authority to proceed." These arrangements have been made.

The men chosen for this important work are:
(1) Dr. Francis Parkman, Executive Secretary of the National Council of Independent Schools, formerly Headmaster of St. Mark's School, Southborough, Massachusetts. He has, perhaps, as wide a first-hand acquaintance with independent schools as any one in the country.
(2) Dr. Charles C. Tillinghast, Headmaster Emeritus of the Horace Mann School for Boys, New York City, and formerly Professor in the College of Education at Columbia University.
(3) Wilmot R. Jones, Principal of Friends School, Wilmington, Delaware, and President, last year, of the Association of Colleges and Secondary Schools of the Middle States.

Dr. Parkman, who has recently participated in a similar survey at Lincoln School, has been selected to write the report.

These men will begin their survey at Moses Brown on the tenth of May. During that week they will want to talk with teachers and representatives of parents, alumni, trustees and school committee. It is encouraging to have these plans made and to know that a serious study is to be undertaken of the needs of the School.

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

The Parents Council has been unusually alert and interested in all of the activities of the School, and the parents have contributed generously to the work of their Executive Committee. In February this executive committee authorized the purchase by the School of

1. Portable bleachers with 100 seats (144 seats were secured)
2. A dolly for moving books in the Library
3. A display case for Alumni Hall
4. A portable record player for Lower School music program
5. A buffer for jewelry making in the Studio
6. Fifty marker jerseys for Lower School teams
7. A fine 21 inch television for the Faculty Lounge

The total cost was approximately $1000. Most of this much appreciated and useful equipment has already been purchased and is in use. We are most grateful to the Council for its generosity and helpfulness.

The Council lent its support, also, to an experiment in father and son activities. On two Friday nights during the winter term there were special programs designed to be of interest both to boys and adults. Fathers, sons, and alumni were invited. At the first of these David Jarden gave an illustrated lecture, "Northern Adventure." For the second we secured Edward Rowe Snow, who talked and showed pictures. The title of his lecture was "Pirates, Shipwrecks and Buried Treasure." These evenings were received enthusiastically by boys and fathers, and it is hoped they will be continued another year.

At this time each year there is always great interest in the college plans of our seniors. At this writing (4/23) 28 of 45 seniors have been accepted by the colleges of their choice. A number of colleges which our boys hope to attend have not yet released their decisions. A few boys will not have final answers until the record is in at the end of the year. Over the last few years the School has had unusual success in placing its graduates. The situation this year is again encouraging.

Faculty arrangements for next year have not yet been completed. The difficulties of securing adequately trained and experienced personnel increase rather than diminish each year. Fortunately we shall have relatively few changes. In the Upper School two men have resigned, one to accept a position as department head in a school

in Virginia; the other to do advanced work in his major field under a fellowship grant. The School has been particularly favored this year in its Lower School assistants. They have been an unusually competent and attractive group of young women. Unfortunately two of them will be moving away from the city and one will be going into public school work. We are replacing, also, one regular classroom teacher.

With the continued improvement of the salary scales in the public schools, particularly with the relatively high beginning salaries now offered, the whole problem of salaries in independent schools becomes critical. Up until a few years ago the independent schools in general were able to offer the equivalent (or slightly better) of public school salaries. That time has now passed. It is fair to say that at present most of the men and women teaching in independent schools are voluntarily making a financial sacrifice in order to work in the atmosphere of an independent school.

Boys and teachers have had, during the winter, a full program of activities at the School and in the community. They have participated in the drives for funds and materials of several national organizations and for the American Friends Service Committee. The younger boys have shared projects and assemblies; the older have been represented in conferences on public service, government, and the Junior Alliance. Two activities, however, deserve special mention. At the close of the winter term the boys of Moses Brown and the girls of Lincoln School, under the direction of Editha Thomas and with the assistance of members of the staffs of both schools, produced Gilbert and Sullivan's IOLANTHE. There were three very successful performances in the Gymnasium at Lincoln. The Schools have established a reputation for their Gilbert and Sullivan operettas and have now produced six of them.

For several years the boys and girls in the independent, high, and parochial schools of Rhode Island have contributed projects to the Science Fair held annually in the early spring.

Moses Brown boys have always participated in these, have shown a good deal of imagination and ingenuity in the development of their projects, and have had a fair share of prizes. This year one of our boys, Arthur C. Pike, of Warwick Neck, literally made the front page with a new language which is designed to make easier communication between peoples in the interests of better understanding. Many of you have perhaps read about it in the

newspaper. For those who have not, it is called MONSTRETI*. It is a language taken very largely from German, Latin, French and English. The grammar has been much simplified; all verbs end in en, and all are conjugated the same way. Prepositions have been very largely eliminated also. All nouns are declined alike. Interrogative pronouns and adverbs begin with qu. A subjunctive form is not used. Arthur worked in this project for several months, looking upon it as an adventure in linguistics and "an experiment in human relations." The judges at the Science Fair thought so well of the work that they awarded Arthur a first grant and there is a rumor that he may have an opportunity to enter his project in the National Science Fair.

Financial - The budget approved by the Finanace Committee indicated an anticipated income of $314,120. The budgeted expenditures, including the addition to the Pension Fund, total $311,845. As of Third Month 31, there had been a small decrease in expected income which has been matched by a decrease in expenditures. The situation is pretty much as has been anticipated.

Respectfully submitted,

L Ralston Thomas
Headmaster

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* From Latin verb - to show

MINUTES of the meeting of the Board of Trustees
May 3, 1954

The third meeting of the Board of Trustees of Moses Brown School was called to order by the Vice-President, Dr. Perry, in the absence of the President, at 8 p.m., May 3, in Alumni Hall. The minutes of the previous meeting were placed on file and the Secretary called the Roll. Present were: Dr. Bruce M. Bigelow, Mr. Charles F. Brown, Miss Edith L. Buffum, Mr. Woodworth L. Carpenter, Mr. Westcote H. Chesebrough, Mr. Benjamin L. Cook, Jr., Mr. Henry C. Foster, Mr. Oliver J.B. Henderson, Dr. Thomas Perry, Jr., Mr. Gren O. Pierrel, Mrs. Edwin F. Sherman, Jr., Mrs. Charles P. Sisson, Mr. William E. Smith, Mr. Donald B. Snyder, Miss Virginia Townsend, Mr. Achille G. Vervena, and Mr. L. Ralston Thomas.

Mr. Thomas reviewed the work of the Executive Committee meetings during the year. Of new or especial interest were these comments:

1. About 34 boys are bringing box lunches under the new plan of choice.

2. Dr. Bruce Bigelow and Mr. William Edwards have been named to the committee appointed to consider 'the inevitable change in the administration of the two schools.'

3. At the direction of the Executive Committee three men have been engaged to undertake a survey of Moses Brown School. Selected by Dr. Bigelow and the Headmaster, they are: Dr. Francis Parkman, Executive Secretary of the National Council of Independent Schools, Dr. Charles C. Tillinghast, Headmaster emeritus of the Horace Mann School for Boys, New York City, and Mr. Wilmot R. Jones, Principal of Friends School, Wilmington, Delaware. These men will begin their work in residence for one week, beginning May 10, and Dr. Parkman, who has recently participated in a similar survey at Lincoln School, will write the report.

4. The present pension program of the School has been referred to the Finance Committee for study.

5. New adjustments in reporting wages and salaries for Social Security have been made to include living in the computation.

6. A new Plymouth suburban station wagon has been purchased by the School. The 1942 model, bringing no trade-in value, was given to the Superintendent of grounds.

7. A $20,000 anonymous gift to the School, temporarily called the Trustees' Fund, is to be added to for capital improvements and used to launch a general fund raising effort in the future.

8. Gratitude was expressed for the gifts of equipment given by the Parents Council amounting to approximately $1,000.

9. A discussion of admission of Negro students resulted in the following recommendation from the Executive Committee:

> 'Moses Brown School endeavors to maintain an enrollment in which the different ethnic, religious and economic groups are represented. Admission to Moses Brown School is by the decision of the Headmaster, in consultation with the Executive Committee of the Board of Trustees.'

Dr. Perry then led a discussion of the Executive Committee proposals.

Appointment of a New Headmaster - A thorough study of persons being considered for successor to the Headmaster is still in process.

Fund Raising - Mr. Thomas hopes to have a special meeting of the Board after the Survey Committee has finished its observations to hear a summary by Dr. Parkman. Although at Lincoln School Dr. Parkman talked to the trustees only about the physical plant, many comprehensive suggestions were made. Lincoln School would like to coordinate any fund-raising effort with that of the Moses Brown School. Dr. Bigelow remarked that it is wise to get persons in the field of education to survey rather than a team of mere efficiency experts, and we are fortunate to have three men of such high calibre doing the job. Mr. Thomas wants the Survey Committee to talk with both the Board, the Parents Council Executive Committee, and any available Yearly Meeting members.

Enrollment Policy - Dr. Perry remarked that the Friends have always been leaders in race relations and it has disturbed some that no Negroes were enrolled at Moses Brown and Lincoln. Mr. Snyder felt that this school would be wise to discuss the question dispassionately in regard to policy before its implementation necessitated hasty consideration. In general, Friends and other schools are accepting Negroes. Mr. Foster commented that it was his belief that overall educational policy was determined by the Yearly Meeting Committee. Others expressed doubt that the Executive Committee was the proper group to handle enrollment questions, their job being to have a Headmaster cognizant of staff and Board feeling to carry out general policy. Mr. Thomas remarked his willingness to have properly qualified Negro boys at Moses Brown, as there have been in the past, but thought it unwise to have persons foisted on the School merely for the sake of demonstration.

After considerable discussion as to the merits of making a general statement involving the admission of well-qualified students regardless of race, color and creed, as against a specific statement on Negroes, the following statement was moved by Mr. Carpenter, seconded by Mr. Snyder:

> "The subject of the admission of Negro students was discussed by the Board of Trustees. It was the opinion that the long-standing admission policy be reaffirmed and that it be clearly understood that well-qualified Negro students are welcome."

It was so voted.

Dr. Bigelow then chaired the meeting in the temporary absence of Dr. Perry.

Mr. Thomas reported that Executive Committee consideration had been given a letter by Mr. Cook and Mrs. Sherman; subsequent to discussion of the letter two proposals were forthcoming from the Executive Committee for action. To the first proposal Mr. Cook made the following motion, seconded by Mr. Snyder:

> "We recommend that there be more frequent meetings of the Board of Trustees, beginning with a third regular meeting each year in February, with other meetings to be called by the President as they may be needed."

It was so voted.

The second recommendation of the Executive Committee was put in the form of a motion by Mr. Pierrel, seconded by Mrs. Sherman. It was:

> "We recommend also that at each regular meeting of the Board of Trustees, the President of the Alumni Association and the Chairman of the Executive Committee of the Parents Council be requested to make reports."

It was so voted.

Mrs. Sisson presented the slate for the Nominating Committee as follows:

Nominations for Officers of Moses Brown School
Board of Trustees for 1954-5

President: William H. Edwards
Vice-President: Dr. Thomas Perry, Jr.
Secretary: Martha P. Sherman

Executive Committee:
Donald B. Snyder
Thomas Perry, Jr.
Achille Vervena
Bruce M. Bigelow
Margaret G. Sisson
William H. Edwards, ex-officio

Board Members for three-year terms
Martha P. Sherman
E. John Lownes, Jr.

On motion by Mr. Brown, seconded by Mr. Snyder, the Secretary was instructed to cast one ballot for the slate as nominated. It was so voted.

Referring to the Executive Committee report as a whole, Mr. Carpenter made a motion, seconded by Miss Townsend, that the action of the Executive Committee be affirmed.

Headmaster's Report - National Science Fair: Arthur Pike, whose invention of an International Language won him a grant at the R.I. Science Fair, has been chosen to go to the National Science Fair with his exhibit.

Teachers' salaries at Moses Brown are behind salaries being offered by the public schools, which have greatly increased their beginning salaries in particular. It is becoming increasingly difficult to get competent teachers for all independent schools.

Thirty-two boys out of forty-five have already been accepted for college.

Enrollment is about normal for this time of year. Only three grades in the Lower School could take new boys. The Upper School needs about 25 more boys to fill out its capacity.

Dr. Perry commented on a speech given by the Dean at Andover in which he commented that not only the quantity but the quality of teachers is down. Mr. Thomas reported an increase of $5,000 in the budget next year to give increases in salary.

Mr. Brown made a motion, seconded by Miss Townsend, that the meeting adjourn. It was so voted.

(Signed) Martha P. Sherman

Secretary

c-5/4/54 M1

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

At a meeting of the Committee on Moses Brown School and Lincoln School held in Alumni Hall, Moses Brown School Third Day, Fifth Month 4, 1954, the following were present: George I. Bliss, T. Dwight Boole, Russell D. Brooks, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Henry C. Foster, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Frances E. Wheeler, Charles H. White, Marion S. Cole, L. Ralston Thomas.

Excuses for absence were received from Moses Bailey, Franklin K. Fite, Richard M. Gummere, Alexander C. Purdy, Willard H. Ware, William Webster, Lyra T. Wolkins, Walter H. Wood.

After a period of silence, Donald B. Snyder, the Clerk, called the meeting to order at 10:15 A.M.

The Minutes of the meeting of Second Month 2, 1954 (having been circulated) were not read.

The first business was the consideration of the enrollment policy of the two Schools. Donald B. Snyder requested that another member of the Committee be appointed to the chair during this discussion. Phebe F. Perry was chosen Clerk, pro tem.

The following recommendations of the Boards of Trustees of Lincoln School and Moses Brown School were presented:

From Lincoln - Enrollment Policy - Lincoln School endeavors to maintain an enrollment in which the different ethnic, religious and economic groups are represented. Admission to Lincoln School is by the decision of the Headmistress, in consultation with the Executive Committee of the Board of Trustees.

included

From Moses Brown - The subject of the admission of Negro students was discussed by the Board of Trustees. It was the opinion that the long-standing admission policy be re-affirmed and that it be clearly understood that well-qualified Negro students are welcome.

There followed an exhaustive discussion of the whole problem of Negro students in the two Schools. The Boards of Trustees and the School Committee were in essential agreement as to the ultimate objective; that is, the desirability of having Negroes as members of the student bodies of both Schools. The differences of opinion for the most part grew out of different points of view as to procedures and methods of implementation.

C-5/4/54 M2

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

Agreement was eventually reached on the following Minute, to which there was no dissenting voice -

> The Yearly Meeting Committee on Moses Brown School and Lincoln School has considered the thoughtful discussions in the Boards of Trustees of the two Schools concerning the admission of Negro students.
>
> The Committee is pleased to find the Boards in agreement with the long-standing principle of Friends which calls for the admission of well-qualified Negro students.
>
> We refer to the Executive Committee of the School Committee the study of methods by which parents and non-Quaker friends of the Schools may be given an understanding of "Friends' principles."
>
> It is recommended that a written statement be prepared for use with prospective patrons, and that more detailed material be made available for use with prospective members of the Board of Trustees.
>
> It is urged also that this committee make a special effort to interpret the two Schools to the Yearly Meeting.
>
> Whether some statement with reference to Negro students should be published in the catalogue was referred to the Executive Committee.
>
> It is recognized that the decision as to qualifications of candidates for admission to either School must, of necessity, rest with the administrative heads of the two Schools.
>
> With respect to "boarding" students at Moses Brown School and at Lincoln School, it is the opinion of this Committee that attempts should be made to educate the whole community during the next year and that at the end of that time if a qualified Negro boarder appears he (she) should be accepted, regardless of whether we have Negro students in the day school.
>
> During this year the Headmistress is at liberty to exercise her judgment if in her opinion a Negro girl can be properly integrated in the boarding department.
>
> At the conclusion of this discussion, Donald B. Snyder again resumed the chair. The Committee expressed its thanks to Phebe F. Perry.

C-5/4/54 M3

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

Frances E. Wheeler, Chairman of the Nominating Committee, made the following report:

> The Nominating Committee recommends the following persons to the Yearly Meeting Nominating Committee for appointment to the Committee on Moses Brown School and Lincoln School for three years: Moses Bailey, Franklin K. Fite, Mary Hoxie Jones, Thomas Perry, Jr., Donald B. Snyder, Virginia Townsend, Walter H. Wood.
>
> If it seems wise to enlarge this committee, we suggest that Daisy Newman be appointed for three years, Karl Erickson for one year.

During the discussion which followed, it was agreed that the Committee should be enlarged. It was recommended that Daisy Newman be appointed for three years, Karl Erickson for two years, and that the name of Andrew Towl be added for a one-year appointment. With these additions, the report was accepted and approved.

It was pointed out that the chairman of the Nominating Committee had the special responsibility of checking in advance with those under consideration for appointment to determine whether, if they were named, they would be available and could attend.

It was recommended also that consideration should be given to younger men and women for appointment who are willing to work and who can understand the duties and obligations of membership in the Committee.

Thomas Perry, Jr., reported briefly on the work of his special committee. Mary Hoxie Jones has been asked to meet with this committee.

The reports of the special survey committee probably will not be available much before the close of school. A formal report may be made to the Executive Committee shortly after that time, and to the School Committee at Yearly Meeting.

The next meeting of the Committee will be held at Andover during Yearly Meeting, at a time and place to be fixed by the Calendar Committee (presumably Sixth Month 24th, at the rise of the evening meeting).

Because of the limitation of time, a number of items of routine business were not taken up at this meeting.

Adjourned at 12:45 for a buffet luncheon.

(Signed) L Ralston Thomas
Recording Clerk

YM - 54

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the New England Yearly Meeting of Friends
The School Committee presents its 135th annual report

MOSES BROWN SCHOOL

On the recommendation of the Department of Health the opening of the public schools in Providence was postponed because of the prevalence of poliomyelitis in this vicinity. Although our doctors did not recommend the delay for us, it seemed the better part of wisdom to have our opening date correspond with that of the other schools. Moses Brown began its one hundred thirty-fifth consecutive year, therefore, on Second Day, Ninth Month 28, 1953.

The enrollment during the year has been good, practically all classes and forms being at capacity. The total is 399 boys. Belmont, the Lower School house group, has been small. There are twelve Friends in the student body. Four foreign countries are represented.

There were a number of faculty changes this year, but School began with a full complement of qualified men and women. Among the new teachers was Howard M. Roberts, a Friend, a graduate of Earlham College with a graduate degree in Mathematics from the University of Pennsylvania, who, in lieu of Selective Service, was permitted to accept the position when Moses Brown became an approved school "acceptable for civilian work contributing to the maintenance of the national health, safety, or interest." Fortunately there will be relatively few changes this year. The difficulties of securing adequately trained and experienced personnel increase rather than decrease each year. With the continued improvement of the salary scales in the public schools, particularly with the relatively high beginning salaries now offered, the whole problem of salaries in independent schools has become critical. It is fair to say that at present most of the men and women teaching in independent schools are voluntarily making a financial sacrifice in order to work in these schools.

During the summer one major job was undertaken and completed. The ground floor of the Gymnasium, containing the locker rooms, showers, and bowling alleys, was modernized. The antiquated accommodations were made useful and attractive.

1954

YM-2

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

"Moses Brown at Grindle Point" at Islesboro, Maine, the gift of Mr. and Mrs. Arthur M. Anderson, was sold during the summer. There apparently was not the demand for the kind of program in which the School was interested, and there was no desire to assume the responsibility for a summer camp or summer school as such. The committee in charge of the arrangements for the sale had an appraisal made and the price obtained for the house and land was satisfactory. The School was reimbursed for the money it had expended on the project, and it is hoped to use the balance for the purchase of a piece of land on a pond not too far from Providence to establish a week-end camp for boys and faculty.

The Parents Council has been unusually alert and interested in all the activities of the School, and the parents have contributed generously to the work of their executive committee. With the cooperation of the Council the annual Book Fair was again most successful. Committees of parents and teachers took orders for books selected by the teachers as appropriate for the various age groups. The books were attractively displayed and some sixty mothers assisted with the sale. During the two days approximately 1200 books were purchased by parents and boys. From the proceeds substantial additions of books for general reading were made to the classroom collections and to the school Library.

In Second Month the Council authorized the purchase by the School of portable bleachers for the athletic field, a dolly for moving books in the Library, a display case for exhibits in Alumni Hall, a portable record player for the Lower School music program, a buffer for jewelry making in the Studio, fifty marker jerseys for use of Lower School teams, a fine 21-inch television for the Faculty Lounge. The total cost was approximately $1,000.

The Council also lent its support to an experiment in father and son activities with two special Sixth Day evening programs designed to be of interest both to boys and to adults.

The Council's most important function, however, remains the close liason, established through its executive committee, between the administration and parents representing all classes in the School.

YM-54-3

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Boys and teachers have had, during the year, a full program of activities at the School and in the community. They have participated in the drives for funds and material of several national organizations and of the American Friends Service Committee. The younger boys have shared projects and assemblies; the older have been represented in conferences on public service, government, and the Junior Alliance.

Moses Brown and Lincoln Schools have continued their close association in social affairs, music, and dramatics. At the close of the winter term the boys of Moses Brown and the girls of Lincoln, under the direction of Editha Thomas, and with the assistance of members of the staffs of both Schools, produced Gilbert and Sullivan's "Iolanthe." There were three very successful performances at Lincoln. The Schools have established a reputation for their Gilbert and Sullivan operettas and have now produced six of them.

Two other activities deserve special mention. Under the sponsorship of the Automobile Club of Rhode Island a conference on teen-age traffic safety was held early in Eleventh Month. More than 100 boys and girls, representing the public, parochial, and independent schools in the state, were in attendance. The conference drew up a set of recommendations which attracted nation-wide interest. John M. Snyder, a Moses Brown senior, was the general chairman of this conference.

For several years the boys and girls in the independent, high, and parochial schools of Rhode Island have contributed projects to the Science Fair held annually in the spring. Moses Brown boys have always participated in these, have shown a good deal of imagination and ingenuity in the development of their projects, and have had a fair share of prizes. This year one of our boys literally made the newspaper headlines with a new language which is designed to make easier communication between peoples in the interest of better understanding. It is called Monstreti. It is a language taken very largely from German, Latin, French, and English, with a very much simplified grammar. Arthur Pike worked on this project for many months, looking upon it as a venture in linguistics and "an experiment in human relations." He was awarded a first grant and his project has been forwarded to the National Science Fair, which he will attend as a guest of the organization.

YM54-4

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

Members of the faculty have participated in a variety of formal conferences involving fields of their special responsibility or interest, and in community activities as well.

Elisabeth Weeks, School Secretary, attended the annual conference of secretaries of Friends Schools at Sidwell Friends School in Washington.

J. Drisko Allen, head of the Lower School, has been elected a trustee of the East Providence Free Library Association.

The Headmaster has been appointed as the Rhode Island representative on the Standing Committee on Independent Schools of the New England Association of Colleges and Secondary Schools. This committee has as its special responsibility the problem of accreditation of the independent schools in New England.

Theodore Whitford was a member of the committee of the Modern Language Association which arranged for the meeting of the national organization in Providence this spring.

Warren Howe is Clerk of the Providence Monthly Meeting.

The new Board of Trustees of Moses Brown School was formally organized in the fall. Consisting of twenty-five members, a majority of whom are appointed from the Yearly Meeting School Committee, it includes representatives of the alumni, Parents Council, and other friends of the School. William H. Edwards, a graduate of the School and a distinguished attorney of Providence, is the President; Thomas Perry, Jr., Vice President, and Mrs. Edwin F. Sherman, Jr., Secretary.

Working under the broad policies laid down by the School Committee and with the guidance of School Committee members, the Board of Trustees has initiated a survey of the physical assets of the School.

In Second Month the School Committee gave approval of the general plan for Moses Brown and for Lincoln School.

To make the survey for Moses Brown, three men were selected:

1) Dr. Francis Parkman, Executive Secretary of the National Council of Independent Schools, formerly Headmaster of St. Mark's School

2) Dr. Charles C. Tillinghast, Headmaster emeritus of the Horace Mann School for Boys, and formerly Professor of Education at Columbia University

3) Wilmot R. Jones, Principal of Friends School, Wilmington, Delaware, and formerly President of the Association of Colleges and Secondary Schools of the Middle States.

Dr. Parkman participated in the survey at Lincoln School.

These men began their work at Moses Brown on the tenth of Fifth Month. During that week, in addition to the inspection of the plant and the consideration of financial assets, they talked with teachers, members of the School Committee, and representatives of parents, alumni, and trustees. Their report should be of substantial help to the Committee and to all friends of the School in determining the type of program that should be set up to meet both the short- and long-term needs of the School.

During the year Moses Brown has been the recipient of a number of gifts for which we are most grateful. Frederick C. Tanner, a member of the Board of Trustees, gave us three valuable pieces of visual aid equipment: A Beseler Vu-Lyte Opaque Projector for large-size copy; an SVE School Master Dual Purpose Projector for slide and filmstrip projection; and a Micro-Beam Attachment for the projection of microscopic slides. All three pieces of equipment are the latest models in design and manufacture and have been useful throughout the School in all departments.

We have received also many books and other material from several friends, including the furnishings for the Directors Room in the Gymnasium by the Board of Directors of the Alumni Association.

The most substantial gift is $20,000 from a friend of the School who wishes to remain completely anonymous. It is his hope that this may help to stimulate a fund-raising effort for the School.

It has been a year of progress.

Moses Brown, in common with independent schools everywhere and all educational institutions, needs the moral and financial support of its friends in its efforts to provide adequate physical facilities and competent and devoted teaching staffs. There probably has never been a time when it has been more important for students to have proper guidance in understanding their obligations and responsibilities and in developing the spiritual and intellectual strength to meet the problems which they must inevitably face in a confusing world.

Respectfully submitted,

L Ralston Thomas

(Signed) L. Ralston Thomas
Headmaster

E-Com.6/10/54-M

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

A meeting of the Executive Committee of the Committee on Moses Brown School and Lincoln School was held in the Headmaster's office 6th Month 10, 1954. The Committee was called to order at 1:15 by the Convenor, Donald B. Snyder. The following members were also present: Bruce M. Bigelow, George I. Bliss, Russell D. Brooks, Henry C. Foster, Margaret G. Sisson, Charles H. White, Lyra T. Wolkins. Regrets for absence were received from Edith L. Buffum, Alexander C. Purdy, Frances E. Wheeler.

After considerable discussion of the important part this Executive Committee will play in reconciling the activities of the Boards of Trustees of the two Schools and the necessity for selecting a chairman who has both the skill and the time to devote to these important problems, Donald B. Snyder was asked to serve as Chairman for the day. The question will be considered again at the next meeting of this Committee.

The Chairman presented for consideration a draft of a statement on Quaker Principles of Education at Moses Brown School and Lincoln School. This was read in full and each paragraph considered separately. There were a number of suggestions for modification in wording and one or two additions. Russell Brooks was asked to put into writing the brief Statement of Quaker Principles which he asked might be considered for inclusion and to send this to Donald B. Snyder. With these modifications, the general statement received unanimous approval.

Donald B. Snyder agreed to have the final draft put into printed form for use with the School Committee, Boards of Trustees, and parents. Later additional copies may be printed at the expense of the Schools in such numbers as they require.

Adjourned, at 2:50 p.m.

(Signed) L Ralston Thomas
L. Ralston Thomas
Recording Clerk

E-BT - AH
6/15/54

A meeting of the Executive Committee of the Board of Trustees of Moses Brown School was held at the School on Tuesday afternoon, June the 15th, at 4:30. The following were present: Bruce M. Bigelow, William H. Edwards, Thomas Perry, Jr., Margaret G. Risson, and Donald E. Snyder. An excuse for absence was received from Achille G. Vervena.

The minutes of the meeting of April 27 were approved as circulated.

The summer maintenance work and special projects were considered and the following were approved -

- * Oil burner equipment (Howe-Paxton cottage)
- * Plumbing - Infirmary
- * Roof - Alumni Hall
- Cement work- walks, platform, etc.
- * Plastering- Sophomore Corridor
- Stair treads (main Stairway, West)
- Oiling back road - 2nd coat
- * Kitchen equipment (new and replacement)
  - Slicer
  - Mixer
  - Vegetable peeler
- * Dishroom (new dishwasher, tables, etc.)
- Paint cottage (north and South sides)
- New roofing for Lower School Gymnasium
- General Maintenance in buildings- papering, painting, furniture repairs, etc.

It was agreed that the cost of the kitchen equipment and the dishroom equipment and labor might properly be charged to the income from the Improvement Fund. In discussing the cement work, walks, etc, Bruce M. Bigelow recommended that our superintendent consult Mr. Davenport of Brown with regard to a product for coloring the cement to eliminate the unpleasant light natural color. This is Air Entrained Carbon Black, manufactured by Harnes.

The jobs indicated by an asterisk will be carried out on a contract or fixed price basis.

Ralph W. Farris of Portland, Maine, has presented a bill of $214.27 for his services in securing tax abatement on our real estate at Islesboro, Maine. Payment of this bill was approved. It will be charged against the Balance in the Arthur W. Anderson Fund.

The next meeting will be held on Thursday, July 1, at 4:30 for a preliminary discussion of the report of the survey of Moses Brown School.

L. Ralston Thomas, Secretary

c-6/24/54-M1

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

A regular meeting of the Committee on Moses Brown School and Lincoln School was held at Andover, Massachusetts, Sixth Month 24, 1954, at the rise of the evening meeting. The Clerk, Donald B. Snyder, called the meeting to order at 9:05.

There were present, in addition to the Clerk, George I. Bliss, Russell D. Brooks, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Franklin K. Fite, Henry C. Foster, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Alexander C. Purdy, Margaret G. Sisson, Virginia Townsend, Frances E. Wheeler, Charles H. White, Walter H. Wood, Marion S. Cole, L. Ralston Thomas. Excuses for absence were received from Moses Bailey, Willard H. Ware, and Lyra T. Wolkins.

The Minutes of the meeting held in Providence Fifth Month 4, 1954, were read. They were approved with the exception of the recommendation of the Board of Trustees of Lincoln School in paragraph six. It was agreed that the wording of this recommendation had not been approved by the Board of Trustees of Lincoln School and there followed a lengthy discussion. Marion S. Cole was asked to take the statement back to the Executive Committee of the Board of Trustees with the suggestion that the word "included" be used in place of "represented" at the end of the first sentence. It would then read: "Lincoln School reaffirms its long-standing policy of enrollment in which the different ethnic, religious, and economic groups are included. Admission to Lincoln School is by the decision of the Headmistress

in consultation with the Executive Committee of the Board of Trustees."

The Minutes of the School Committee (Fifth Month 4, 1954) with respect to the admission of Negro students are to be forwarded to the Boards of Trustees of the two Schools.

It was agreed that there should be no printed statement or letter to parents concerning the actions of the Boards of Trustees and the School Committee on the admission policy of the Schools. This action is on advice of counsel.

L. Ralston Thomas and Marion S. Cole reported respectively on the decisions of the Scholarship Committee on grants made to scholarship candidates. This year $5,085 was available from the funds. On the basis of the number of Friends in school, Lincoln received $3,051; Moses Brown, $2,034. The recommendations of the Scholarship Committee were approved.

The report of the Survey Committee for Moses Brown School has been mailed to all members of the School Committee and the Board of Trustees. These have not yet been received by many members of this Committee, and there has been no opportunity to study them.

It was pointed out that if the Schools develop a program for fund raising, it would be extremely important to co-ordinate the activities of the two Boards of Trustees with each other and with this School Committee. It was agreed that a special co-ordinating committee of nine should be appointed: three from the Board of Trustees of Lincoln School, three from the Board of Trustees of Moses Brown School, and three from the Yearly Meeting School Committee. The Clerk was directed to appoint three representatives from the

Committee on Moses Brown School and Lincoln School. Any decisions requiring action should be taken up with the Executive Committee and reported to the School Committee at the fall meeting.

Donald B. Snyder reported on the progress which had been made in setting up a statement of principles of Quaker Education in Moses Brown School and Lincoln School. There were several suggestions with respect to the language used, but the Committee approved the statement in principle and appointed Donald B. Snyder, Virginia Townsend, and Russell D. Brooks to make the final decisions. Donald B. Snyder has offered to print a thousand copies as soon as the text is ready. This offer was accepted with appreciation.

The Clerk asked the consideration of the Committee on the problem of the multiplicity of duties when the Clerk of the School Committee is also Clerk of the Executive Committee, pointing out that during the next year there is every likelihood of heavy demands on the time of the person filling either of these positions. There was some discussion of the problem and the matter referred to the Nominating Committee for its consideration.

Marion S. Cole and L. Ralston Thomas were then excused from the meeting in order that Thomas Perry, Jr. might make the report from his Committee.

Adjourned, some time after eleven o'clock.

L Ralston Thomas
Recording Clerk

QUAKER PRINCIPLES OF EDUCATION

AT

MOSES BROWN SCHOOL AND LINCOLN SCHOOL

On the eleventh of Eleventh Month, 1782, an historic document, signed by Moses Brown as Clerk was approved at a meeting of Friends held in Providence. The document called for subscriptions "to encourage and promote the institution of a School, or Schools, for the virtuous education of our youth" and stated the reasons for such an institution. This Appeal resulted in the founding of the school which now bears the name of Moses Brown.

Lincoln School had its beginning in a small private class formed by Mrs. William Ames in 1884. It received its name from John L. Lincoln, a Brown University professor, who at one time conducted a school for girls in Providence. In 1913 the corner stone of today's main building was laid and the development of the present school property begun. In 1925 the parents and owners of Lincoln School voted to come under the auspices of New England Yearly Meeting of Friends, and the girls' department at Moses Brown was transferred and combined with Lincoln School. Founded to inculcate essentially the same values and standards for which Moses Brown School has always stood, Lincoln School is now in its 70th year of continuous operation, and its 30th year in the family of New England Yearly Meeting schools.

While the patronage and scope of our school communities may have changed in recent years, it is the considered belief of the Committee that the basic principles and testimonies of Friends remain immutably the same; i.e., the importance of simplicity, integrity and discipline in personal life; freedom to seek the truth in religious experience as well as all other areas of life; and a lively social concern based on faith in the brotherhood of all men.

EDUCATIONAL OBJECTIVES

Friends schools were designed originally to provide a religiously guarded education for their children to prepare them for the distinctive pattern of life in the Society of Friends. Today Friends schools and colleges serve a predominately non-Quaker clientele. Stated broadly, ours is not a sectarian task of propaganda but an obligation to make our contribution, rooted in Quaker tradition, to this wider community in our own day. We conceive our objectives as threefold:-

First, the transmission of the cumulative cultural heritage of mankind to the rising generation. It was this, no doubt, that George Fox had in mind when he counselled the setting up of schools to teach "whatsoever things was civill

and usefull in ye creation ." While there is no Quaker mathematics or Quaker Latin, the character of the teacher and the nature of his concern for the student may suffuse even the most objective discipline with imperishable values. Moreover, we believe it is of the utmost importance to maintain the principle that "spiritual ideals shall not be secondary to academic standards" and that "character shall pass at par with scholarship."

Second, the creation of a school community in which a socially responsible inter-dependence - based on a common search for truth, respect and concern for others, and simplicity of living - shall obtain. The school community should not be isolated from the larger world, but every effort should be made to relate it to the problems of human relationship in family, community, state, and world. Here the Quaker way of seeking to resolve conflicts and tensions by finding unity at a deeper level of agreement should be constantly explored. Here, too, Friendly and other ventures in ministering to human need and facing human conflict in a warring world should be shared.

Third, and as the ultimate goal, the attainment of an inward experience of Truth in each individual student. Moses Brown proposed the founding of a school for the honoring of Truth. It is the aim of the Committee to implement this purpose in the two schools under its care. We believe that only a "religion of veracity and spiritual inwardness" affords an adequate motivation for education. No doubt such a religion cannot be directly taught but our schools must seek to create the conditions which foster its growth.

THE THREE-FOLD COMMUNITY OF INTEREST

This heritage of Quaker viewpoint and scholastic excellence which Moses Brown and Lincoln Schools today enjoy, and which we seek to perpetuate, is, in the opinion of the Committee, nourished and sustained by a three-fold community of interest:

1. By New England Yearly Meeting of Friends, whose steadfast purpose assures the integrity and continuity of both schools in a changing world.
2. By the Parents, whose belief in the principles and purposes of the two Schools provides pupils, and moral and financial support for the Schools' continued operation.
3. By the Alumni and Alumnae on whose loyalty the life of the two Schools so largely depends.

To conserve this three-fold community of interest there was established in 1925, as an outgrowth of the former Lincoln School Board of Trustees, a new Board of Trustees for Lincoln School with representatives from the Alumnae, Parents, Friends of Lincoln School, and a majority of Yearly Meeting members. Likewise, in 1953, there was established the Moses Brown Board

of Trustees, with its thirteen Yearly Meeting members, and twelve members representing the Parents, Alumni and Friends of Moses Brown School.

The integration of this three-fold community of interest is, in the opinion of the Committee, of the utmost importance.

THE TRULY GREAT SCHOOL

Rufus M. Jones, who was so close to the life of Moses Brown and Lincoln Schools, as student, teacher, and Committee member, has expressed the imponderable and vital essence of the truly great school:-

> "This elusive thing we call atmosphere, or sometimes spirit, is no cunningly devised fable. No doubt some of those who pass through the school and sit on its benches fail to discover this invisible aura which is so real a feature of the place. Those, however, who have eyes to see and ears to hear enter into the priceless heritage and share the slow accumulation of the past."
>
> "A fair exterior is never enough to make a great school. No more can greatness be attained by piling up equipment, though equipment surely counts for much. Method and discipline alone cannot achieve the end, though chaos comes if they are wanting. This thing which I call the spirit of the place, the soul of the institution, is absolutely essential...... The great outstanding feature, I hold, is the formation of a deep, inward spirit which lives within and pervades the school and which is the life of its life, the soul of its being."

Committee on
Moses Brown School and Lincoln School

E - B.T. 7/1/54

A meeting of the Executive Committee of the Board of Trustees of Moses Brown School was held Thursday afternoon, July 1, 1954, at 4:30. There were present: Bruce M. Bigelow, William H. Edwards, Margaret G. Sisson, Donald B. Snyder, Achille G. Vervena, and L. Ralston Thomas. An excuse for absence was received from Thomas Perry, Jr.

The meeting was called for preliminary consideration of the report of the Survey Committee.* Copies of the report have been distributed to all members of the Board of Trustees and the School Committee.

In order to understand some of the recommendations of the report, a brief tour was made of the Middle House and the west and north wings. The Headmaster then provided a breakdown of some of the figures used by the Committee, and there was some discussion of a number of items.

It was decided to meet again on July 21, at 4 P.M. Before that meeting the Headmaster has been asked to prepare and send to the members of the Executive Committee his comments on the report, with such figures as may be useful in understanding the recommendations.

Adjourned at 6 P.M.

L Ralston Thomas

L. Ralston Thomas

Secretary

* Copy of "Report of Survey" in back of this minute book
LRT

As requested by the Executive Committee of the Board of Trustees, I am setting down certain supplementary information and personal comments on the report of the Survey.

Page 2 - II Finance A.

"Operating figures for the previous 6 years show the following average:
Before adding to Pension Fund + $3,941.87
After adding to Pension Fund - $2,058.13 "

The figures on which these averages were established are-

Before adding to Pension Fund		After adding to Pension Fund	
+ 5,355	1948	- 644	
+ 8,306	1949	+2,306	
- 4,041	1950	-10,041	
- 1,661	1951	-7,661	
+ 11,784	1952	+5,784	
+ 3,907	1953	-2,092	
+ 11,159.13	1954	+6,895.87	(4263.26) P.F.

Page 3 - C. Salaries

It would have been simpler if the Committee had made the salary comparisons on a cash and perquisite basis rather than confusing the issue by making a double comparison. It would have been better, also, to have indicated in a general way where we stand in the scale of salaries, rather than comparing us with an "average."

1. In the Upper School at the upper and middle levels we probably are in the second quartile of Independent Schools, and that would seem to me to be about where we belong. At the lower level we are low, but this situation is rapidly changing in the present market.

2. In the Lower School the salaries are low. They are particularly low for those experienced teachers for whom living is not provided. There is no doubt that this situation should be improved as rapidly as it can be done. For those teachers who live at the School, the salary and perquisites would seem to meet the scale of the local situation, though somewhat lower than the average. This should be improved as rapidly as possible, too.

It should be noted also in comparing the Upper and Lower School salaries that the teachers in the Upper School work on a 6 or 7 day week, and many of them on a 12 to 14 hour day. The Lower School teachers work on a 7 hour, 5 day week basis. The School has not had a salary "schedule" for many years, the Finance Committee having simply set a maximum in each

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area and left it to the Headmaster to make the fairest arrangements possible within the limits. The Finance Committee should keep the salary of both Upper and Lower Schools under constant review, relating it not only to Independent School scales in general, but also to the local situation.

Pages 4, 5, and 6. D. Retirement Plan.

The Survey Committee in considering the present pension plan of the School overlooked the fact that in setting up the funds, now totalling $85,500, it was not intended to use income only for pensions. The increment of $6,000 per year from the current budget, the interest from funds, and the funds themselves are available for pension payments. Under the present program the School is protected indefinitely. Nevertheless, the School's pension plan needs to be restudied and improved. Earlier in the school year the Headmaster referred this matter to the Finance Committee, which has been awaiting the Survey Committee report before taking difinite steps.

Page 6. E. Scholarships

In considering Scholarship figures there are two points which may be of interest.

(a) The School has had a policy of making no charge for tuition for sons of Moses Brown teachers and other staff members. Children of other teachers, professors, and ministers receive an almost automatic discount. This has been 20%; is now 10%. They may, in addition, have other financial aid if it is necessary. For the third and fourth boys in a family at Moses Brown, or the third and fourth child at Moses Brown and Lincoln School, there has been a reduction. Children of Friends are accepted for what they are able to pay. There are special School funds for them, and help is frequently secured from sources outside the School.

(b) The breakdown of the Lower School is as follows:
Of 2 boarding students, 1 is a Friend; 1 is the son of a teacher.
Of 35 day boys, 5 are sons of Moses Brown teachers, 10 professional (teachers etc.), 8 third child.

(c) In the Upper School:
Of 20 boarding students, 6 Friends, 1 professional.
Of 26 day boys, 1 Friend, 2 sons of Moses Brown teachers, 6 professional, 1 third child.

The significant figure for comparison is, of course, the percent of the budget that is represented by these grants.

Moses Brown 7.2 61 boys' day school average 5.6
73 " boarding " average 7.5

7/5-

We allow about the same amount as indicated by above averages, but in smaller sums to more families.

Page 7. Recommendation 6.

"That the Lower School boarding department be eliminated."

Over the years I have recommended from time to time that this question should be given consideration. Perhaps the time has now come to make a definite decision. Certain other recommendations of the Survey Committee have been made on the assumption that Belmont would be eliminated. Although there is some fluctuation in the enrollment, it has for a number of years been small and probably would continue to be small. Lower School classes as they come through are usually at capacity at each level. At the 6th and 7th grades the classes are increased in size, but the waiting list for day pupils is usually more than enough to fill the places available, and unless one deliberately reserves places for house boys who may enroll later, there is likely to be no room for them. This question deserves very earnest consideration and early decision, if we are not to provide after this year for boys below the First Form (8th grade).

Pages 8 and 9. III. School Plant.

It is my understanding that the items in these lists have resulted from the personal observations of the Survey Committee and suggestions made to them by various members of the staff. I would underscore under Academic: library, classrooms for both Upper and Lower Schools, better laboratory facilities. Visual Aids room does not seem to me to be important; materials can usually be used to better advantage in classrooms under proper conditions.

Miscellaneous:

Office for the Senior Master:

This is for consultation with parents and pupils, and should be in the Middle House area. I would add also the desirability of some change in the present office arrangements to eliminate the switchboard from the Treasurer's office. If the switchboard could be relocated so that it could be covered by girls from either office, then the books and supplies could be transferred to the present Treasurer's office, and the present book room would be available for an office for the Senior Master.

Lounge or sitting room for the Lower School faculty:

The desirability of this is questionable.

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Acoustical treatment of Study Hall would be helpful.

Better lighting for both floors of Studio is important, and classroom and Study Hall lighting also needs attention.

Recreational:

A new gym or field house is very important, as are additional all-weather tennis courts. Improved swimming-pool and locker facilities are desirable, but both the original cost and the maintenance would have to be given careful consideration before decision is made. The last two items - a publications room and recreation rooms - are desirable but would come low on my list.

Boarding Department:

All of these items seem to me to be important.

Miscellaneous:

I should put first in this list the fire-proofing of stair wells. The kitchen has always presented a problem because of its location. This summer we are adding substantially to the kitchen equipment and completely revamping the dishwashing room. The present hot water system is an old gravity feed which will have to be given attention very soon. We are now spending substantial sums each year on maintenance and improvement. We probably have averaged in excess of $5,000 a year on improvements alone.

The Committee's suggestion of a 5-year plan for spending $10,000 each year would require, I suppose, $10,000 over and above our normal expenditure for these purposes.

Pages 9 and 10. Recommendation 9.

This, I believe, is one of the most important recommendations in the report. It would seem to me that steps should be taken immediately to set up such a committee of perhaps 6 or 8 members (not too large), then divide up the areas for special study by small committees which would report their findings for more general consideration, taking into account not only the findings of the Survey Committee but such information as might be secured from individuals intimately associated with various phases of the School operation, et cetera.

Page 10. Paragraph 3.

Every day school has the problem of boys' being transferred to boarding schools. The Survey Committee is quite correct in pointing out the need of being ever watchful in this matter. Each year Moses Brown loses some very good boys to boarding schools away from the city. The chief reasons for this transfer are:

(1) family tradition
(2) the desire to get boys away from the complex social demands on the young teen-ager
(3) dissatisfaction with a boy's progress in school and occasional dissatisfaction with the School itself.

In addition to the boys who go away to boarding school, a few boys are withdrawn each year and return to public school for financial reasons, and each year a few boys are not permitted to return to Moses Brown.

During the last 4 years, boys have been withdrawn from Upper School and sent to boarding school as follows:

1951 - 14　　1953 - 11
1952 - 9　　1954 - 13

There are, in addition, 1 to 3 boys each year who are transferred from Lower School to boarding school. The bulk of our loss occurs at the end of the First Form, although boys may be withdrawn from any of the first three Forms. This year there was one boy from the Third Form.

Pages 10,11, and 12. Discussion.

I subscribe, with one or two minor exceptions, to the statements under this heading.

Page 12. Priorities and Solutions.

I would agree with the Committee that the library rates priority among the needed changes and it seems to me that the order of other improvements is reasonable. If Belmont (Lower School house group) is eliminated and the 4-A dormitory moved to the present Belmont location, the present 4-A dormitory on the second floor of the north wing would provide considerable space for additional classrooms, laboratories, et cetera.

(1) The Committee's recommendation that a library be created out of classrooms 1, 2, and 3, next to the Study Hall, seems to me to be completely unrealistic. It has only

one advantage - that is its proximity to the Upper School Study Hall. It is in the noisiest part of the building, boys are in the sitting room (which is next to it) before school in the morning, at recess, at noon, after school, and in the early evening. About 200 boys move through the sitting room to and from class every 45 minutes throughout the day. The location suggested would be quite inaccessible for Lower School use. I cannot think of a more inappropriate place. It is true that a more desirable location for the library might have to wait on new construction, but I believe we should first consider what the best arrangement would be and then to make such modifications as seem necessary and desirable.

Some years ago the School Committee approved the use of the east wing now occupied by the 2nd, 3rd, and 4th Intermediate classrooms and a locker room, for a library, librarian's work room, stacks, conference rooms, et cetera. This would be accessible from outdoors, as well as through Middle House, and if a classroom building for Intermediate or Lower School were placed on the east side of our present building, it would be accessible also to the younger children.

(2), (3), (4), and (5).

These recommendations are reasonable, although the exact distribution of laboratories and classrooms should be studied carefully.

Page 13. Primary and Intermediate Schools.

About 1928 or 1929 plans were drawn for a new Lower School building just east of the stone barn on the high ground overlooking Weymouth Street and Lloyd Avenue. Estimates of cost had been made, and then came the depression. My recollection is that this question was considered again informally just before the beginning of World War II. It is possible, I believe, to consider a long-range program which would provide immediately for the Intermediate School, but permit a later expansion to include the Primary grades, or vice versa.

Page 14. (3)

The disadvantages of merging the Lower Schools of Moses Brown and Lincoln to me far outweigh any conceivable advantages.

Page 14. (4)

The great need at Moses Brown so far as athletic facilities are concerned is for indoor play space. We are much more fortunate than many schools in playgrounds and space for games out-of-doors. In both Upper and Lower

Schools, however, indoor facilities are so limited that it is not possible to take care of the whole School, or even a considerable part of it, ay any one time.

In the Lower School the need is for space under cover.

In the Upper School we need standard basket-ball courts, facilities for wrestling, swimming, high-jumping, et cetera. The swimming pool, as the Survey Committee pointed out, is completely inadequate, and yet thanks to the cooperation of Brown University, which permits our divers to practice in its pool, and to good coaching, we have turned out fine teams over the years, and during the winter months many boys, in addition to the teams, enjoy swimming.

In conclusion, it seems to me this is an excellent report. It brings to a focus not only the immediate needs of the School but suggests as well some improvements that can be made with relatively little expense, if included in an overall plan. It provides the Board of Trustees and the School Committee with an objective judgment of men who are experienced in school work. The fact of the Survey itself has given faculty, the administration, and friends of the School the feeling that Moses Brown School is looking ahead.

L Ralston Thomas
(Signed) L. Ralston Thomas

E - B.T. 7/21/54

At a meeting of the Executive Committee of the Board of Trustees of Moses Brown School held on Wednesday, July 21,1954, in the afternoon, the following were present: Bruce M. Bigelow, William H. Edwards, Thomas Perry, Jr., Donald B. Snyder, and L. Ralston Thomas. The meeting was called to order at four o'clock.

The Minutes of the meeting of July 1 were approved as circulated.

The business of the meeting was the further consideration of the report of the Survey Committee. It was the sense of the meeting that it would be advisable to have a capital fund campaign rather than to make a beginning with an annual giving program as recommended by the Survey Committee. There was a general discussion as to the particular objectives, and each member of the group was asked by the chairman to outline his thinking on this subject.

In general the committee favored a campaign based on a listing of the special needs of the School (library, athletic facilities, classroom building, salaries, pensions, scholarships, et cetera).

One of the important questions is that of coordination with Lincoln School in consideration of any activity of this kind. At the meeting of the Committee on Moses Brown School and Lincoln School held at Andover, "it was agreed that a special coordinating committee of nine should be appointed [if the Schools developed a program of fund raising]: three from the Board of Trustees of Lincoln School, three from the Board of Trustees of Moses Brown School, and three from the Yearly Meeting School Committee." The composition of this committee was given careful consideration.

We appoint as representatives from the Board of Trustees of Moses Brown School to the committee of nine: William H. Edwards, Frederick C. Tanner, and Achille G. Vervena. It is understood that this committee of nine will work out the details of the relationship between the two Schools and take such other action as may be necessary to expedite the initiation of the campaign.

Donald B. Snyder is recognized as the de facto convener. It is desirable to have an early meeting of this committee, even though it may not be possible for every member to be present; and special meetings of the Board of Trustees and of the School Committee can be called if necessary.

Adjourned at 5:45 P.M.

(Signed) L Ralston Thomas

L. Ralston Thomas
Secretary

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MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

To the Board of Trustees of Moses Brown School
To the Committee on Moses Brown School and Lincoln School

The 136th consecutive year of Moses Brown School began on Wednesday, September 22, 1954. On the preceding Monday staff and faculty meetings were held and more than fifty men and women accepted the invitation of the Headmaster and his wife for supper and an informal get-together in East Sandwich. The house boys returned on Tuesday and classes began on regular schedule Thursday.

The enrollment is very good but slightly below last year: 390 as compared with 397. There are 187 in the Lower School and 203 in the Upper School, with a total of 63 house boys. We could accept two or three more boys into the Pre-Primary, and one each in the First and Fourth Grades. All other groups are at capacity with waiting lists in most of them. In the Upper School we could accept four more boys, preferably in the house, provided they applied for the proper Forms. We have refused the applications of a very considerable number of candidates for the Fourth and Fifth Forms, particularly the Fifth. In some instances it has been on a basis of inadequate preparation and also because it did not seem wise to build up the top of the School at the expense of the middle and lower Forms. The senior class this year numbers 45.

Fortunately the number of faculty changes this year is small. The new teachers in the Upper School are George W. Mayer, Jr., of Glenshaw, Pennsylvania, a graduste of the University of Pittsburgh, who will teach English; Mrs. Charles A. Full, a graduate of Pembroke College with graduate work at Wellesley, who has been doing substitute teaching in the Philadelphia area. She will teach Biology and assist with the Chemistry. Mrs. Full is the first woman to teach in the Upper School since the war years, but she is the best qualified candidate we had this year. Having a woman teaching in the Upper School necessitates an additional proctor for dormitory supervision, but we have been fortunate in securing competent assistants. In the Lower School, Lloyd F. Sprague will have charge of the Fourth Intermediate (seventh grade): he is an experienced teacher, a graduate of Keene (New Hampshire) Teachers' College, with graduate work at Columbia, Occidental College (Los Angeles), and Springfield. He will assist also in the sports supervision of the Lower School. There are three new assistants: In the First and Second Intermediates, Mrs. Joseph E. Lewis, a graduate of Pembroke College; in the First Primary, Miss Constance V. Crehore, a Wellesley College graduate with graduate work in education at Harvard; Miss Carolyn E. Moore in the Art Department, working with the Lower School, who has a degree from the University of Pennsylvania.

There has been one non-teaching staff appointment. Mrs. Cornelia Flynn, a trained nurse with hospital and school experience, will assist Miss Cook in the Infirmary.

Hurricane - Although the fields and tennis courts were not ready at the opening of School, the brush has now been cleared away and such fallen trees as had to be removed immediately have been cut up and taken out of the way. With this work masters and boys have given substantial assistance and we shall continue to use their services until the worst of the debris has been picked up. Hurricane Carol brought down twenty-odd trees, some of them among our largest, and there are perhaps another eight or ten so badly mutilated that they will have to come down or have substantial work done on them. Fortunately most of the elms in front of the building were not seriously harmed. There was some damage to the buildings, but less than might have been anticipated. We shall have to put new shingles on the Lower School Gymnasium, but we had planned to do it this fall; the hurricanes just put the finishing touches on it. Emergency repairs have been taken care of and the other work will be done as soon as the roofers and metal workers can give us the time.

Immediately before the opening of School the workers of the New York and New England Yearly Meetings held a two-day conference at Moses Brown. This conference, in charge of Russell Brooks, was attended by about forty men and women.

At a Friends Conference on Education at Pendle Hill, Howard Roberts represented Moses Brown. Four members of the faculty had planned to go down to this conference, but the hurricane necessitated their remaining in Providence.

Summer Work - Most of the work scheduled for the summer has been completed. In addition to the painting, papering, and more or less routine maintenance, there were the following projects:

1. The Dishroom has been modernized and completely re-equipped at a cost of approximately $3,500.

2. A new mixing machine has been installed in the Bakeshop and a modern slicer in the Kitchen.

3. The large black-top area north of the Study Hall has been replaced by a cement platform.
New cement walks have been laid between the North Wing and the Studio, and the black-top walk north of the Dining Room has been removed. Some grading still remains to be done.

BT MBS
Comm MBS LS 10/54 -3

Sports Committee - In accordance with the recommendations of the Board of Trustees last spring, the Executive Committee of the Parents' Council appointed a sports committee. During the summer this group has met several times, and with the approval of the Council and of the School a letter was sent, just before the opening, to all parents of Lower School boys, urging them to purchase athletic equipment through the School in order to provide uniformity, proper equipment, and more economical buying. This committee has made a number of other recommendations also and these will be considered by the Council at the regular fall meeting. One of the recommendations already anticipated by the School is the coordination of Upper and Lower School sports programs so that at the seventh and eighth grade levels boys of the same height, weight, and maturity may play together.

The cold lunch program for Lower School which was begun last fall worked out quite satisfactorily during the year. The Board and Committee will be interested to know that about seventy boys are bringing their lunches this year, approximately twice the maximum of last year. They make up about half the Lower School boys who have their noon meal at the School.

At Commencement last year diplomas were awarded to forty-three boys. All of these graduates were admitted to college, most of them, fortunately, to the college of their first choice. One has withdrawn and will enter the Navy. The problem of admissions is becoming increasingly difficult, especially in many of the New England independent colleges. The number of applicants increases each year and the fact that boys may apply to several colleges and may be accepted by several (though at different times during the spring), poses a problem both for the good students and for those in the lower quarters of the class.

Finances - The fiscal year which closed the thirtieth of June showed the year's operation to have been satisfactory. The financial statement indicates that the income was slightly above the budget and the expenditures somewhat less than the budget figures. Six thousand eight hundred ninety-five dollars, eighty-seven cents was transferred to Investment and Surplus instead of the estimated $2275. The balance sheet, the statement of income and expenses compared with the budget, the schedules under this, and the cash account have been forwarded to the Finance Committee and are available for anyone who would like to examine them.

Respectfully submitted,

L Ralston Thomas

L. Ralston Thomas
Headmaster

BT-10/5/54-M1

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
MOSES BROWN SCHOOL
October 5, 1954

A meeting of the Board of Trustees of Moses Brown School was called to order by the President, Mr. Edwards, at 7:30 p.m., October 5, in Alumni Hall. The minutes of the previous meeting were approved as circulated and the Secretary called the Roll. Present were: Mr. Moses Bailey, Dr. Bruce M. Bigelow, Mr. Charles F. Brown, Miss Edith L. Buffum, Mr. Woodworth L. Carpenter, Mr. Westcote H. Chesebrough, Mr. Benjamin L. Cook, Jr., Mr. Henry C. Foster, Mrs. Hovey T. Freeman, Mr. Oliver J. B. Henderson, Mr. E. John Lownes, Jr., Dr. Thomas Perry, Jr., Mr. Gren O. Pierrel, Dr. Alexander C. Purdy, Mrs. Edwin F. Sherman, Jr., Mrs. Charles P. Sisson, Mr. Robert M. Saywell, Mr. Donald B. Snyder, Miss Virginia Townsend, Mr. Achille G. Vervena, Mr. Walter H. Wood, and Mr. L. Ralston Thomas. Messrs. William E. Smith and Frederick C. Tanner were excused.

EXECUTIVE COMMITTEE REPORTS

Mr. Thomas gave excerpts from the minutes of the Executive Committee of the Board of Trustees which met four times after the last Board meeting.

Improvements and Repair: Modernization and re-equipment of the Kitchen and Dishroom, made possible by income from the Improvement Fund, and other maintenance work has been carried out, most of it on a contract basis.

Bequests: A bequest of $10,000 from the estate of Francis H. Brownell has been gratefully received and acknowledgment of appreciation to his family planned.

Through Mr. Edwards, the School is negotiating with the executors of the estate of Poultney Bigelow, asking them to choose a substitute gift for the totem pole left the School.

Survey: The Executive Committee studied this report, examined the buildings involved, and asked Mr. Thomas to prepare comments on the report. After considerable discussion, it was felt advisable to have a capital funds campaign rather than to make a beginning with an annual giving program, as recommended by the Survey Committee, a campaign based on a listing of the special needs of the School. To coordinate fund raising, a special committee of nine, three each from Moses Brown, Lincoln, and the Yearly Meeting, has been appointed in accord with the desire of the Andover meeting of the Yearly Meeting School Committee. William H. Edwards, Frederick C. Tanner, and Achille G. Vervena will represent this school and work to expedite the initiation of the campaign.

The $1300 for the Survey honorarium and money for copies of the Survey Report have been paid from Investment and Surplus and charged to a "Campaign Account."

Discussion of the Survey was slated as a principal item of business for the next Board meeting and copies of the Survey were mailed to all members.

Admission Request: The application for admission to Moses Brown of John William Smith, a colored American citizen, was discussed carefully and refused only for reasons of his inadequate preparation and ability for the School's program.

Vote: It was moved by Mr. Brown, seconded by Mr. Lownes, that the report of the Executive Committee be received and placed on file. It was so voted.

ALUMNI ASSOCIATION

Mr. Carpenter, President, reported that there are 425 members of the Alumni Association. At the Annual Meeting a committee was formed to plan a memorial to the war dead.

PARENTS' COUNCIL

Mr. Robert Saywell, the new Chairman, was welcomed by Mr. Edwards. Mr. Chesebrough, the outgoing chairman, reported that the Parents' Council last year raised more money than at any previous time in its history, thereby providing new portable grandstands and a television set for the faculty. They also introduced a new method of electing members to the Parents' Council Executive Committee and had an active Sports Committee which made recommendations concerning uniforms and the development of intra-mural leagues to allow more participation of boys. They sponsored Father and Son Day, as well as the Book Fair, an especial success this year.

It was voted that the two above reports be received and placed on file.

HEADMASTER'S REPORT

Mr. Thomas gave a full report on the last few months at the School.

Enrollment: This is good, only 7 below last year. Considerably more applications than there are vacancies have been turned down for the Fourth and Fifth Forms.

Faculty Changes: The few changes include Mrs. Charles A. Full, the first woman teacher in the Upper School since the war years. There is one new man appointed in the Upper School, one in the Lower, and three new women assistants in the Lower School. Mrs. Cornelia Flynn, a trained nurse, will assist in the Infirmary.

Hurricane: Damage was considerable, 20 odd trees being downed, and shingles on the Lower School Gym needing replacing. Masters and boys gave a substantial assistance in the cleanup which followed. Mr. Thomas said the School was not insured for this damage.

A Conference: Moses Brown, prior to the School's opening, was host to workers of the New York and New England Yearly Meetings.

Summer Work: Modernizing and re-equipping the dishroom cost approximately $3500, and installation of a new mixing machine and slicer, creation of a cement platform north of the Study Hall, new cement walks, and grading were also done.

Lunch: About 70 boys, or half the Lower School boys who eat at School at noon, are bringing their own lunches for the noon meal. This is double the number who brought their own lunches last year.

Graduates: Forty-three boys received diplomas last year, and all were admitted to college although the problem of admissions is becoming increasingly difficult as the number of applicants becomes larger each year.

Finances: The School ended the year with income slightly above and expenditures slightly less than budgeted. $6,895.87 was transferred to Investment and Surplus instead of the estimated $2,275.

It was pointed out that the School was operating a $300,000 business with very small margins, a commendable achievement, but a difficult one. Mr. Brown asked how the new budget differed from that of 1953, and Mr. Thomas said that salaries were higher, expenses up.

Votes: On motion of Dr. Purdy, seconded by Miss Buffum, it was voted that the current budget be referred to the Executive Committee for approval and then to the Finance Committee.

On motion of Mr. Carpenter, seconded by Dr. Perry, it was voted that the Headmaster's oral report be received and the written report placed on file.

COMMITTEE ON APPOINTMENT OF A NEW HEADMASTER

Dr. Perry recalled that a group made up of four Yearly Meeting School Committee members and two from this Board had been studying the inevitable change of Headmaster. The choice was narrowing, 50 odd possibilities had been screened, and a decision in the near future was expected.

SURVEY

The balance of the meeting was devoted to a general discussion of the Survey. Mr. Thomas asked that these items receive immediate thought:

1. Belmont
   If Belmont is to be eliminated and "Junior A" used for laboratories and classrooms, ample warning must be given to families of boys involved.

2. Library
   Mr. Thomas objects to suggested library relocation because of its noisy position.

3. Financial Campaign
   The School has not gone out for funds in 25 years. Last year received $35,000 in free gifts.

Board Members: It was felt that a Capital Funds drive was important but that first public relations and advertising should be improved; that there were too many facets of the report to discuss in a large gathering, that they should be studied and gone over minutely, and that only after a committee had studied the report minutely could a financial campaign be considered; that professional help would be needed to raise money; there was need to ascertain Moses Brown's objectives prior to a drive, that the Board's job was to tell experts what these objectives are, then sell them.

Vote: On motion of Mr. Chesebrough, seconded by Dr. Purdy, it was voted: "That we recommend to the School Committee that we embark on a Capital Funds Drive at such time and for such amounts and objects as shall later be determined on reports by a Study Committee or committees and that in the meantime the School embark on a vigorous public relations program."

On motion of Dr. Purdy, seconded by Dr. Perry, it was voted: "That a Committee of five or more be appointed as a Study Committee by the Chairman to make recommendation to the Board at either the February meeting or a special meeting and with power in this Committee to call in added members or appoint sub-committees."

Dr. Perry asked that the Board request the School Committee to write a letter to the Board informing them of action taken in regard to the new Headmaster.

Dr. Bigelow moved adjournment. It was so voted.

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Respectfully submitted,

Martha P. Sherman
Secretary

C - 10/5/54 - M-1

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

A regular meeting of the Committee on Moses Brown School and Lincoln School was held Tenth Month 5, 1954, in Alumni Hall. The Clerk, Donald B. Snyder, called the meeting to order at ten o'clock.

Those present were Moses Bailey, George I. Bliss, T. Dwight Boole, Russell D. Brooks, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Karl H. Erickson, Mary Hoxie Jones, Daisy N. Newman, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret B. Sisson, Donald B. Snyder, Andrew R. Towl, Virginia Townsend, William Webster, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood. Excuses for absence were received from Franklin K. Fite, Richard M. Gummere.

The Clerk welcomed the new members: Daisy N. Newman, Karl H. Erickson, Andrew R. Towl.

The Minutes of the meeting held at Andover, Massachusetts, Sixth Month 12, 1954, were approved as circulated.

L. Ralston Thomas and Marion S. Cole, whose reports had been made available in advance of the meeting, made brief supplementary comments on particular items in the reports.

The financial statement of each School for the academic year 1953-1954 was presented and there was a discussion of the systems of budget-making and the problems involved in budget control. It is understood that when the budgets for the current year have been agreed upon by the respective Executive Committees, they shall be presented to the mid-winter meeting of this Committee for final approval. It was agreed also that each School will send its tentative budget to its respective Board of Trustees and to the Committee on Moses Brown School and Lincoln School. The breakdown schedules under the major items will not be included but a note should be enclosed informing the members that these are available if they wish additional information.

At this point Dr. Perry's committee on the selection of a new headmaster was ready to report and the Headmaster and Headmistress withdrew from the meeting.

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Thomas Perry, Jr. took the Chair and Virginia Townsend acted as Secretary.

Thomas Perry reported for the committee on selection of a new headmaster. He outlined the procedure by which the committee had narrowed the choice to one individual, George C. St.John, Jr.

All the information on George C. St. John, Jr. was again reviewed and new letters of recommendation read, as well as letters from the candidate himself expressing his willingness to assume the position.

Owing to the importance of the decision, there was a lengthy discussion of George St. John's qualifications. There was full agreement that he is ideally suited for the headmastership. His appointment to the position of Headmaster of Moses Brown School as of the next school year was unanimously approved. The question of salary and other arrangements was referred with power to the Executive Committee of the School Committee. It was felt that the trustees should be informed of the appointment as soon as possible. This was referred to the committee on the selection of the headmaster. The importance of keeping the whole matter confidential until formally announcing it to the meeting of the trustees was emphasized. There was unanimous approval and enthusiasm for according the title of Headmaster Emeritus to L. Ralston Thomas on his retirement.

Virginia Townsend
Secretary Pro Tem

At its meeting on Tenth Month 4, 1954, following discussion of the Survey report, the Board of Trustees of Moses Brown School voted:

> "That the Board of Trustees recommend to the School Committee that we embark on a capital funds drive at such time and for such amounts and objects as shall later be determined on reports by a study committee or committees; and that in the meantime the School embark on a vigorous public relations program."

This recommendation was heartily approved by the Committee on Moses Brown School and Lincoln School. The Committee wishes to thank the Trustees for their proposal and desires to cooperate in every way possible. It wishes to be kept informed of progress and when specific proposals are ready a special meeting of the Committee can be called if necessary.

This decision, affecting Moses Brown School, is to be communicated to Lincoln School Board of Trustees and if they so desire, they can count on similar action by this Committee. In this event, the service of the Committee of Nine (three members each from the Board of Trustees of Moses Brown School, of Lincoln School, and from the School Committee) can be enlisted as a liason body between the two Schools.

The report of the Nominating Committee was presented by Ruth C. Burgess:

Clerk: It is recommended that Donald B. Snyder continue to serve as Clerk until June, 1955; and that Thomas Perry, Jr. be appointed to take over the clerkship at that time.

Recording Clerk: L. Ralston Thomas

Executive Committee: Donald B. Snyder, Bruce M. Bigelow, George I. Bliss, Edith L. Buffum, Russell D. Brooks, Henry C. Foster, Alexander C. Purdy, Margaret G. Sisson, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood.

Trustees of Lincoln School: Moses Bailey, George I. Bliss, Charles F. Brown, Edith L. Buffum, Ruth C. Burgess, Franklin K. Fite, Mary Hoxie Jones, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Willard H. Ware, Walter H. Wood, Daisy N. Newman.

Trustees of Moses Brown School: Moses Bailey, Charles F. Brown, Edith L. Buffum, Franklin K. Fite, Henry C. Foster, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Margaret G. Sisson, Donald B. Snyder, Virginia Townsend, Charles H. White, Walter H. Wood.

Scholarship Committee: Edith L. Buffum, Marion S. Cole, L. Ralston Thomas, Frances E. Wheeler, Virginia Townsend.

This report was approved and the nominees appointed.

Adjourned.

L Ralston Thomas

L. Ralston Thomas
Recording Clerk

E-BT 10/26/54

A meeting of the Executive Committee of the Board of Trustees of Moses Brown School was held October 26, 1954 at 4:30 in the afternoon. The following members were present: William H. Edwards, chairman, Thomas Perry, Jr., Margaret G. Sisson, Donald B. Snyder, Achille G. Vervena. An excuse for absence was received from Bruce M. Bigelow.

Appointment of Evaluation Committee - In accordance with the directive of the Board of Trustees at its meeting on Tenth Month 4, 1954, the President, in consultation with the Executive Committee, has appointed the following committee to evaluate the Survey: Frederick C. Tanner, chairman, Mrs. Hovey T. Freeman, Gren O. Pierrel, Mrs. Edwin F. Sherman, Jr., Achille G. Vervena. Donald B. Snyder will participate as a consultant, and L. Ralston Thomas will meet with the committee, ex-officio. The committee is requested, in evaluating the Survey, to recommend to the Executive Committee specific objectives and procedures for a fund-raising campaign, and to make a preliminary report of progress as soon as possible. The Secretary is directed to notify the members of their appointment and to ask the chairman to call a meeting at the earliest convenient time. The Committee has the authority to add to its membership if it so desires. The Chairman of the Executive Committee, William H. Edwards, is to be notified of the meetings of this sub-committee, and it is understood that he will participate in the meetings when he can.

Poultney Bigelow Bequest - The chairman reported that the attorneys for Poultney Bigelow's estate have requested that a release be signed for our bequest under the will, with the understanding that some suitable article or articles may be selected later (see previous minutes). William H. Edwards, as President of the Board of Trustees, is formally authorized to sign such a release.

Headmaster Announcement - It was agreed that following the usual custom, formal announcement should be made to other schools and interested individuals of the retirement of L. Ralston Thomas and the appointment of George C. St. John, Jr. as Headmaster. The Headmaster and Wayne Davis, in consultation with Bruce M. Bigelow and Donald B. Snyder, are directed to prepare and send out a suitable announcement.

Increase in Rates - Following a discussion of the necessity for increased income to meet increasing costs, particularly Lower School salaries, it was agreed to recommend to the Executive Committee of Moses Brown School that the rates in the Lower School for the academic year 1955-1956 be increased twenty-five dollars over the present rate. The Secretary is directed to forward this recommendation to the Clerk, Donald B. Snyder.

Belmont - The report of the Survey included a recommendation that Belmont, the Lower School house group, be discontinued and the space thus made available be used for other purposes. In view of this recommendation (although no formal decision has yet been made), the Headmaster asked whether any new boys should be accepted for Belmont for next year. It is recognized that whenever Belmont is discontinued the School is obligated to make provision for the boys of that group still in School. It was agreed that until a definite decision is made, we should continue to accept new candidates when there are places available.

Retirement Schedule - There was a discussion as to the most satisfactory time for turning over the responsibility of one administration to another and providing for an over-lapping period. It was the consensus that the overlapping period might be the month of July, from July 15 to August 15, or the month of August. Final arrangements will be made later, after consultation with George C. St. John, Jr.

The question of pension arrangements for L. Ralston Thomas was referred to the Finance Committee, which is asked to give the matter early consideration and report to this Committee.

Mid-Winter Meeting - It is understood that notices of the mid-winter meeting of the Board of Trustees and the School Committee will be sent to George C. St. John, Jr., with an invitation for him to attend.

Adjourned.

Ralston Thomas

L. Ralston Thomas

Secretary

Nov. 1954

At the request of the Special Committee, I am glad to submit for your consideration a resume of the recommendations and my judgment as to priorities.

The recommendations of the Survey Committee are listed on pages 15 and 16 of their report.

These recommendations would seem to divide themselves into four general groups:

(a) Recommendations 1 and 7.

These, in fact, recommend informing the public of the needs of the School, and requesting financial support.

(b) Recommendations 2, 3, 4, and 5.

These concern salaries, pensions, scholarships, which are questions of policy and should be settled by the Trustees and School Committee. On the other hand, money for these items is vitally important, and many schools use these needs as the basis for the annual giving appeal. Capital funds produce so little income that it requires substantial amounts to provide much assistance on any one of these items. It is true, however, that some people prefer to have their gifts used for these purposes rather than for material improvements.

(c) Recommendations 6, 8, 9, 10, 11, 14.

These recommendations relate to the physical plant. If the small Lower School house group, Belmont, is eliminated (6) [no decision has been made with respect to this], and the junior (4-A) dormitory moved to the present Belmont, then space would be immediately available for adequate laboratories and additional much-needed classrooms. This probably would necessitate also replacing the present stairway at the west end with a modern fire-proof stairwell.

While the dormitory changes were being made, there should be included provision for apartments for masters in the dormitory, and the modernization of some bathrooms and toilet rooms. My guess (and only a guess) is that fifty or sixty thousand dollars would be needed for this work.

The Survey Committee, under recommendation 9 lists classrooms, laboratories, library, swimming pool, living quarters for masters in charge of the dormitory, gymnasium or field house, out-of-doors play space. Under this recommendation also there is a section (C) suggesting "priorities and solutions":

> "The Committee places the highest priority among the needed changes on the improvement of library and laboratories. Indoor and outdoor athletic facilities and classroom and Lower School improvements come next in order of priority. Recreation rooms (in the building) for older and younger students are desirable,

11/19 54

but are still lower in urgency.

"Between the library and laboratories, if a choice had to be made, the Committee would put the library first, since laboratories do exist and science teaching is going on, while library facilities, for physical not personal reasons, are almost non-existent."

Those who are best acquainted with the School do not agree with the Survey Committee's recommendation as to the temporary location of the library, but favor rather the location approved by the School Committee some years ago: that is, using the east wing (the first floor between Middle House and Alumni Hall) now occupied by the Second, Third, and Fourth Intermediate classrooms and a locker room, for a library, librarian's workroom, stacks, conference rooms, et cetera. This would be accessible from outdoors as well as through Middle House, and if a classroom building for the Intermediate or Lower School were placed on the east side of our present building, the library would be accessible also to the younger children. To provide for the classes (Second, Third, and Fourth Intermediate) now located in the east wing, it would be necessary to construct a classroom building.

Recommendation 14 of the Survey Committee is "that the Trustees plan to correct as soon as possible the inadequacies of space and facilities for indoor and outdoor athletics."

Indoor play space is one of our greatest needs, both for Upper and Lower School programs. The present facilities are entirely inadequate.

(d) Recommendations 12 and 13.

These recommendations have to do with a long-range plan for the Lower School which does not necessarily conflict with any program to meet the immediate needs of the School, excepting that if a classroom building is built to provide for the Second, Third, and Fourth Intermediate classes, it should be located so that additions could be made in the future if it were desirable to do so.

It seems to me in the light of the Survey and the needs of the School as I see them, I should put a library first, give second but almost equal place to a gymnasium or field house, and at the same time, beginning with our own funds and continuing as funds are available, make the recommended modifications in the present building.

If Belmont were eliminated there would be little or no expense in shifting the boys from 4-A to the present Belmont, and the expense of setting up laboratories in the present space occupied by the 4-A group would not be very great. Stairwell, accommodations for masters, improvements to toilet rooms, et cetera, could be made a step at a time over several years.

11/1954

To provide for a library, then, we should need a new classroom building and the money necessary to make the essential changes in the space now occupied by the classrooms for library purposes and library equipment.

My recommendation would be, therefore, that we consider a campaign for funds for a classroom building in order to provide for a library) and for a gymnasium.

> Whether this gymnasium should also contain a swimming pool (for which there is a considerable demand) would depend upon the cost of construction and maintenance and the funds received.

Following a campaign for capital funds, we should continue our effort to establish an annual giving program to meet the needs of salaries, pensions, scholarships.

Study could later be given to the recommendations with respect to the Lower School, involving the Survey Committee's recommendations 12 and 13. If such a study is made, it must of necessity continue over a reasonably long period, and there should not be a postponement of the immediate and pressing needs of the School.

L Ralston Thomas

E-Com. 12/15/54

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

At a meeting of the Executive Committee of the Committee on Moses Brown School and Lincoln School held in the Headmaster's office on Wednesday, December 15, 1954, at 4:15 p.m., the following were present: Donald B. Snyder, Chairman, Bruce M. Bigelow, Henry C. Foster, Margaret G. Sisson, Charles H. White. Regrets for absence were received from Edith L. Buffum, Alexander C. Purdy, Frances E. Wheeler, Lyra T. Wolkins, Walter H. Wood.

Increase in Rates - From the Executive Committee of the Board of Trustees the following minute (10/26/54) was received:

> "Increase in Rates - Following a discussion of the necessity for increased income to meet increasing costs, particularly Lower School salaries, it was agreed to recommend to the Executive Committee of Moses Brown School that the [tuition] rates in the Lower School for the academic year 1955-1956 be increased twenty-five dollars over the present rate. The Secretary is directed to forward this recommendation to the Clerk, Donald B. Snyder."

The chairman, Donald B. Snyder, gave the gist of the earlier discussion, and those present approved the recommendation unanimously. It is understood that this approval applies also to the request of Lincoln School for authority to make the same increase in tuition.

Budget - The committee was informed that the budget for 1954-1955 had been approved by the finance committee of the Board of Trustees and recommended to the executive committee of that body. A copy of the budget was available and it was agreed that when formal approval had been given by the executive committee of the Board of Trustees, this committee would give its approval also. Copies of the budget summary can then be distributed to members of the Board of Trustees and to the School Committee.

Liaison Committee - The chairman reported on the meeting of the Liaison Committee (representatives from the Boards of Trustees of Moses Brown School and Lincoln School, and from the School Committee). At that meeting there was general agreement that the two schools would work together in a capital funds campaign, and that the school year 1955-1956 would be the tentative target date. The committee was informed also of the progress which had been made by an evaluation committee which had been appointed to study and report on the Survey, with special reference to needs and priorities.

Committee Announcement - Approval was expressed for the very satisfactory job of preparing the announcement of George C. St. John, Jr.'s appointment. This committee wishes particularly to thank William Paxton, who prepared the original copy for the announcement and for the Bulletin, for the splendid work he has done and to express its appreciation for his helpfulness and cooperation.

There followed some general informal discussion of school matters.

Adjourned.

L Ralston Thomas
Recording Clerk

A meeting of the committee appointed to evaluate the Survey Report was held on Tuesday, January the eleventh, at four o'clock in the afternoon. Those present were Mr. Tanner, chairman, Mrs. Sherman, Messrs. Fierrel, Snyder, Vervena, Thomas. An excuse for absence was received from Mrs. Freeman, who is out of the city.

Messrs. Fierrel and Tanner reported on the activities of the sub-committee which had been asked to consider the problem of securing a professional fund-raising organization. Several firms were investigated and two were contacted personally by Mr. Fierrel. An appointment was made with Mr. Morgan, vice president of Marts and Lundy, Inc. of New York, who came to Providence on January the fifth, and met with all the members of the sub-committee. Mr. Morgan outlined the procedures in setting up and conducting a campaign and discussed with the committee all the questions raised. A reputable fund-raising organization will undertake a campaign only after a careful study of the situation and a survey of community potential. This is of necessity a first step.

Mr. Morgan was interested in our problems and said that if they were engaged they would have a man free to begin the survey about the middle of February. The work would require two or three months. Their fee would be $2250, with probable additional expense of around $250, approximately a total of $2500. When the survey had been finished, they would be in a position to recommend to us whether a campaign should be undertaken, when, the type of campaign, and a financial goal which might be realized. At that time the contract would have been completed and we would be free to make a further arrangement with Marts and Lundy for the campaign, or they might drop out entirely.

After due consideration it was agreed unanimously that this survey was a necessary first step and that we should recommend to the executive committee that it authorize this (evaluation) committee to engage Marts and Lundy for the survey at a cost of approximately $2500.

It was agreed also that this committee would meet again on Tuesday, January the eighteenth, at three o'clock to discuss and to be prepared to report to the Board of Trustees at its next meeting some of the recommendations in the report of the Survey Committee not immediately related to the campaign. The members of the committee will send to the Headmaster in advance of the meeting any items which they would particularly like to have put on the agenda.

L. Ralston

Secretary

1/18/55

At a meeting of the Evaluation Committee held Tuesday, January 18, 1955, the following were present: Frederick C. Tanner, chairman, Mrs. Hovey T. Freeman, Mrs. Edwin F. Sherman, Jr., and Messrs. Gren O. Pierrel, Achille G. Vervena, and L. Ralston Thomas.

There was a brief tour of the building to acquaint the members of the Committee with those parts of the plant referred to in the Survey Report.

The Committee was informed that the Executive Committee of the Board of Trustees had acted favorably on its recommendation of Marts and Lundy, that with the approval of Messrs. Tanner and Pierrel the Headmaster had written Mr. Morgan, and that he had accepted the community survey for Marts and Lundy. In Mr. Morgan's reply he asked that we begin preparation on the list of 125 or 150 names for the use of the interviewers when the survey begins. The Headmaster was directed to write a letter to the Trustees to ask them to submit names for this list, it being understood that when a list has been compiled they would have an opportunity to subtract or add to it. The office will begin the compilation of a list of former patrons, alumni, and friends.

Mrs. Sherman, in a list of suggestions for discussion, had raised a number of questions relative to public information. The discussion on this question led naturally into a discussion of all the recommendations of the Survey Committee. It was agreed that a special committee should be appointed for the consideration of the problem of public information and that when it had arrived at some conclusions, a report should be made to this committee.

It was agreed also that Benjamin L. Cook, Jr. should be appointed chairman, who, working with Mrs. Sherman would set up a committee. It was suggested that Mr. Paxton, the president of the Alumni Association, and the chairman of the Parents' Council might properly serve on this committee, and that others might be added at the discretion of Mr. Cook and Mrs. Sherman.

The other recommendations on pages 15 and 16 of the Report of the Survey Committee were considered. Numbers 2, 3,4, and 5 were referred to the Finance Committee,which already has given some consideration to these items.

Recommendation 7 - This question had been discussed earlier by the Executive Committee and also by the special committee in its conversation with Mr. Morgan. It was agreed that we should approve recommendation 7 with the understanding that the timing depends upon the planning (when and if) for a campaign.

MOSES BROWN SCHOOL
PROVIDENCE. R. I.

Notes on the meeting of the Committee on Building and Physical Plant Needs.

A meeting of the Committee on Building and Plant Needs was held Friday, January 21, 1955, at 4 o'clock.

Present were: Gren O. Pierrel, chairman; E. John Lownes, Jr., Achille G. Vervena, Charles H. White, J. D. Allen, E. F. Armstrong, B. G. Meserve, L. R. Thomas. Regrets were received from Frederick C. Tanner.

At the request of the chairman, the faculty members present were invited to present their ideas as to the most urgent physical needs of the School. These were discussed briefly and then the question was raised as to how some detail on the recommendations might be procured.

Mr. Allen was asked to give some thought and to bring in rough sketches on the size and layout of the classroom space necessary to provide for the Intermediate School et cetera, et cetera.

Mr. Armstrong is to be prepared to present some more specific recommendations with sketches on the physical education, recreation, and gymnasium plants.

Mr. Meserve, with Mr. Hutton, is to make recommendations with respect to laboratories.

Mr. Thomas is to present a floor plan of the East Wing with the library layout.

A plan of the present campus should be available at the next meeting, and copies of the plan used for Father and Son Day sent to members of the Committee.

12/55

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

BRUCE MACMILLAN BIGELOW

Dr. Bruce Macmillan Bigelow died in Providence the night of December 27, 1954. In his passing Moses Brown School, Lincoln, Brown University, all the other organizations with which he was associated, and literally thousands of people everywhere lost a friend who had contributed much to their well being. No one in this community could have been more widely or sincerely mourned.

A graduate of Brown University in the Class of 1924, he returned to his alma mater while still in graduate school, and became an able and efficient administrative officer who identified himself closely with every phase of university life and was outstanding in community activities as well.

Bruce was appointed to the School Committee in 1944, one of the first non-Friends to be appointed to this body. He had served as a member of the Lincoln School Board of Trustees, was a member of the Moses Brown Board of Trustees, of the Executive Committee, and served on practically every important sub-committee; he was unstinting in his time, his effort, and his wisdom for the benefit of the Schools.

Bruce Bigelow had a special gift for friendliness, and his feeling toward people was reciprocated by all who had the privilege of knowing him, even casually. He was beloved by everyone.

The School Committee, Board of Trustees, and all associated with the Schools are grateful for his years of service and for the memory of a fine man.

The respect and affection in which he was held everywhere was expressed by the title of an editorial of appreciation in the Providence *Journal*, "Dr. Bigelow: As Nice a Man as Ever the Sun Shone Upon."

1/31/55
2/1/55

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the Board of Trustees of Moses Brown School
To the Committee on Moses Brown School and Lincoln School

Since the fall meetings of the Board of Trustees and the School Committee there have been meetings of the Executive Committee of the Board of Trustees, of the Executive Committee of the School Committee, of the special committee appointed to evaluate the Survey, its sub-committee, and meetings of the Finance Committee. It has been a very busy and interesting four months.

The excerpts from the minutes of these meetings will be presented for your consideration and I am sure you will feel, as I do, that considerable progress has been made.

The activities in the School's regular program have been brought to your attention in the Moses Brown Bulletin, but a number of these should be included in this report.

The Book Fair, now an annual event, was from many points of view the best one that has been held. It was sponsored this year again by the Executive Committee of the Parents' Council, and approximately 100 mothers shared with the teachers the responsibility for planning and carrying out the two days' sale. A new feature this year was the introduction of records, the selection of which had been made by Editha M. Thomas and W. Jay Kennedy. Fourteen hundred thirty-nine books, eight sets of World Book Encyclopedia, and two hundred eighty-one dollars worth of records were sold. This enterprise not only puts into the hands of our boys and their families well selected books for each age group, but provides as well substantial additions to the Library and to the classroom collections.

On the twenty-third of November, at the annual dinner for the boys of the football squad and their fathers, John J. McLaughry, Moses Brown 1935, coach of football at Amherst, was the principal speaker. At this time Joseph Schein, who has been associated with Moses Brown football for ten years as assistant coach and coach, announced his resignation, which had been accepted with regret. The School has been singularly fortunate to have had over these years the services of a man not only competent as a coach but outstanding as a man of high ideals of sportsmanship who has enjoyed working with the boys. Vahe Johnson, the assistant coach, will take over the head coaching job in the fall. He also is the kind of person you would want to have working with your boy. Although these men are football enthusiasts, their real objective is the all-round development of the boys for whom they are responsible, and their greatest concern is to teach boys how to live.

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
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In connection with the sports program there are two other items which will be of interest to you.

Early in the fall the Executive Committee of the Parents' Council appointed two sports committees, one for the Upper School and one for the Lower. These committees, working with Edmund F. Armstrong and J. Drisko Allen, have been considering ways in which the organization and procedures might be improved to meet more effectively the needs of our boys. The most serious problems, of course, stem from the inadequate facilities for indoor play, but a number of very helpful suggestions have been made and some already have been incorporated in the program.

A second item is a commendation for the work of Edmund F. Armstrong. The re-organization of the Upper School sports under his supervision has been most effective. He has been especially successful in providing activities adapted to the age and maturity of the smaller boys, and in organizing a system for training managers and for supervising sports equipment.

Just before the Christmas holidays the three one-act plays presented by the Proscenium Club and girls from Lincoln School (under the direction of Mrs. Hazel Browne Goodwin) and the Lower School Pageant (directed by Editha M. Thomas) maintained the high standard of excellence which has characterized these activities over the years. The latter has been one of the outstanding events of the Christmas season for all the parents who are privileged to see it, as well as for the boys who participate.

There have been no significant changes this year in the academic program of the School.

Each year the problem of minorities is given consideration at various levels as the opportunity offers. This is one of the major projects in Fourth Form English. This year the work involves a study of the War between the States from the southern point of view, the boys writing on topics on which they have done considerable individual research. The hope is that as they learn something of a point of view which is not normally brought much to their attention, they will develop some flexibility of thinking and a desire to give consideration to both sides of many immediate problems. For those of us who grew up more or less steeped in Civil War history and largely, I am afraid, from one point of view, this is a most worth-while exercise.

To coordinate the work of the classroom with community and world interests, boys and teachers have participated in a variety of projects:

a) For the younger boys - a mitten tree for "friends overseas," books for Korean children, the work of the American Friends Service Committee for children and adults of other lands, scrapbooks for children in local hospitals, visits to libraries and industrial plants.

b) For the older boys - participation in conferences on religion, public services, traffic safety, as well as contributions through the Good Will Fund to Community Chest and to a dozen other philanthropic and social agencies in which the School has had a continuing interest for many years.

The School has been represented also by its teachers not only at a number of conferences in fields of their major interests, but also in many meetings on religion, education, and community affairs.

It is too early to make any valid estimate on prospects for next year. The inquiries and enrollments as of this time are about normal. There will be a few changes in the teaching staff (about the usual number).

Madame Ducimetiere Warge will retire at the end of the year after thirty-seven years as a part-time teacher of French in the Lower School. I regret to report to you that she has been ill since before Christmas. She is, however, showing improvement and is expecting to take up her work again soon. One of the minor problems which the new administration will have to consider is whether French is a subject which should be continued in the Lower School grades.

Gifts - The School is grateful for the continuing interest of its friends. This interest is evidenced in many ways: frequently in little services for individuals or class groups, sometimes in gifts of books, materials, or pictures for classroom use, sometimes donations of money.

In the November Bulletin acknowledgment was made of a number of gifts received since Commencement in June. In order to insure a permanent record, I am including them in this report, and adding those which have been received during the last two months.

From the estate of Francis H. Brownell, 1884, $10,000 in gratitude, as stipulated in his will, for what the School did for him in granting him scholarship aid as a student.

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From the estate of Edward L. Farr, various memorabilia of the Class of 1881, including important correspondence between Rufus M. Jones and Edward Farr covering many years from the time Rufus Jones was a student at Friends Boarding School.

From Mrs. Dorothea Rathbone, 1911, a file of *Delphians* and catalogues, and *Mosaics* which had belonged to her son, Henry B. Rathbone, Class of 1943.

Harry Leach - An electric motor and spindles for buffing in the Studio.

W. Jay Kennedy - Two books for the Library.

Mrs. H. H. Buxton - An autograph album of H.H.Buxton,1884.

Dr. Charles O. Cooke - An oil immersion microscope for the Biology Department.

Mrs. Nathan Chaset - Four large, framed, sepia prints for classrooms and dormitory rooms.

Mrs. J. W. Robison, of Dallas, Texas, a gift of fifty-five books with a specially designed bookplate in memory of Cyrus W. Howes, of the Class of 1899.

From the Rhode Island Historical Society, through Mrs. Clifford P. Monahon - Four books for the Library.

From Mr. and Mrs. Aaron H. Roitman - a check for $25.00 which has been turned over to the Library Fund.

From an anonymous friend - a check for $1,000, also turned over to the Library Fund.

From Melvin T. Berry, a check for $15.00, for the Retirement Fund.

For many years the Class of 1914 has offered a prize for public speaking. This has been awarded at the Commencement Exercises. Last year at the fortieth reunion of the Class of 1914, a Memorial Fund was established, the income to be used to continue the annual prize or for such other purposes as the headmaster may deem appropriate. The Fund is now in excess of $450 and growing.

Recently there has been received from Finley H. Perry, Treasurer of the New England Yearly Meeting of Friends, under the will of Anna M. Brown, a check for $5,000, payable to the Board of Managers of Investments and Permanent Funds, the income of which may be shared by Moses Brown and Lincoln Schools "to assist deserving sons and daughters of farmers in acquiring an education."

Respectfully submitted,

(Signed) L Ralston Thomas

L. Ralston Thomas
Headmaster

A meeting of the Board of Trustees of Moses Brown School was called to order by the President, Mr. Edwards, at 7:45 p.m., January 31, 1955, in Alumni Hall.

The Secretary called the roll, which showed the following members present: Charles F. Brown, Westcote H. Chesebrough, Benjamin L. Cook, Jr., William H. Edwards, Mrs. Hovey T. Freeman, E. John Lownes, Jr., Thomas Perry, Jr., Robert M. Saywell, Mrs. Edwin F. Sherman, Jr., Mrs. Charles P. Sisson, Virginia Townsend, Achille G. Vervena, Walter H. Wood, L. Ralston Thomas. Mr. George C. St. John, Jr. was present by invitation. Regrets were received from: Moses Bailey, Edith L. Buffum, Franklin K. Fite, O.J.B.Henderson, Gren O. Pierrel, Alexander C. Purdy, Donald B. Snyder, Frederick C. Tanner.

The minutes of the last meeting were approved as circulated.

FUND RAISING AND SURVEY

Mr. Edwards read the motion passed at the last board meeting recommending the undertaking of a vigorous public relations program, and the initiation of a fund-raising campaign in the near future.

Mr. Thomas reported that the School Committee had approved this recommendation with appreciation and would be glad to call a special meeting at any time if one were needed.

Mr. Edwards then read the motion passed at the last Board meeting recommending a study of the Survey. Mr. Vervena, acting as Vice Chairman of this Evaluation Committee in the absence of Mr. Tanner, Chairman, gave a report.

It has been decided that evaluation of the Survey and fund raising to implement recommendations made in evaluation, might be carried out simultaneously. Accordingly, Mr. Morgan of Marts and Lundy, on recommendation of this committee and on vote of the Executive Committee, has been engaged to make a preliminary two to three month survey, beginning in February, of the community potential for a campaign at a fee of $2,500. After the recommendations are complete, we are free to use this or any other firm to undertake the fund raising itself. Mr. Morgan has asked for preparation of a list of 150 names of persons who might be interviewed.

If Marts and Lundy are retained for a campaign, they would expect $2,500 a month, not including travel expenses outside a 50 mile limit. This sum would include services of a manager and publicity man. Mr. Chesebrough inquired about the amount of secretarial help to be provided by them, and it was agreed that further careful research should be made when this aspect of a campaign is considered.

FORMATION OF SUBCOMMITTEES

Mr. Vervena reported that the following committees have been formed to deal in detail with various aspects of the Survey report:

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MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

A meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall, Moses Brown School, Third Day, Second Month 1, 1955.

There were present: Moses Bailey, George I. Bliss, Russell D. Brooks, Charles F. Brown, Ruth C. Burgess, Phebe F. Perry, Thomas Perry, Jr., Margaret G. Sisson, Donald B. Snyder, Andrew R. Towl, Virginia Townsend, Charles H. White, Walter H. Wood, Marion S. Cole, L. Ralston Thomas. George C. St. John, Jr. was present by invitation.

Regrets for absence were received from: T. Dwight Boole, Edith L. Buffum, Franklin K. Fite, Mary Hoxie Jones, Daisy N. Newman, Gren O. Pierrel, Alexander C. Purdy, William Webster, Frances E. Wheeler, Lyra T. Wolkins.

After a period of silence the clerk, Donald B. Snyder, spoke of our loss in the death of Bruce M. Bigelow. It was directed that the following appreciation presented by the Headmaster should be spread on the minutes and a copy sent to Mrs. Bigelow.

BRUCE MACMILLAN BIGELOW

"Dr. Bruce Macmillan Bigelow died in Providence the night of December 27, 1954. In his passing Moses Brown School, Lincoln, Brown University, all the other organizations with which he was associated, and literally thousands of people everywhere lost a friend who had contributed much to their well being. No one in this community could have been more widely or sincerely mourned.

"A graduate of Brown University in the Class of 1924, he returned to his alma mater while still in graduate school, and became an able and efficient administrative officer, who identified himself closely with every phase of university life and was outstanding in community activities as well.

"Bruce was appointed to the School Committee in 1944, one of the first non-Friends to be appointed to this body. He had served as a member of the Lincoln School Board of Trustees, was a member of the Moses Brown Board of Trustees, of the Executive Committee, and served on proctically every important sub-committee; he was unstinting in his time, his effort, and his wisdom for the benefit of the Schools.

"Bruce Bigelow had a special gift for friendliness, and his feeling toward people was reciprocated by all who had the privilege of knowing him, even casually. He was beloved by everyone.

"The School Committee, Board of Trustees, and all associated with the Schools are grateful for his years of service and for the memory of a fine man.

"The respect and affection in which he was held everywhere was expressed by the title of an editorial of appreciation in the Providence Journal, 'Dr. Bigelow: As Nice a Man as Ever the Sun Shone Upon.' "

It was agreed that this Committee and the Board of Trustees of Moses Brown School should join with the Board of Trustees of Lincoln School in contributing to the scholarship fund which is being established at Brown University as a memorial to Bruce M. Bigelow. Individual contributions may be sent to the Headmaster and he is directed to notify the members of the Board of Trustees not on the Committee of this procedure.

A report was received from the Executive Committee and the following minutes of its meeting of Twelfth Month 15 were read:

"Increase in Rates - From the Executive Committee of the Board of Trustees the following minute (10/26/54) was received:

> 'Increase in Rates - Following a discussion of the necessity for increased income to meet increasing costs, particularly Lower School salaries, it was agreed to recommend to the Executive Committee of Moses Brown School that the tuition rates in the Lower School for the academic year 1955-1956 be increased twenty-five dollars over the present rate. The Secretary is directed to forward this recommendation to the Clerk, Donald B. Snyder.'

The chairman, Donald B. Snyder, gave the gist of the earlier discussion, and those present approved the recommendation unanimously. It is understood that this approval applies also to the request of Lincoln School for authority to make the same increase in tuition.

"Budget - The committee was informed that the budget for 1954-1955 had been approved by the finance committee of the Board of Trustees and recommended to the executive committee of that body. A copy of the budget was available and it was agreed that when formal approval had been given by the executive committee of the Board of Trustees, this committee would give its approval, also. Copies of the budget summary can then be distributed to members of the Board of Trustees and to the School Committee.

"Liaison Committee - The chairman reported on the meeting of the Liaison Committee (representatives from the Boards of Trustees of Moses Brown School and Lincoln School, and from the School Committee). At that meeting there was general agreement that the two Schools would work together in a capital funds campaign, and that the school year 1955-1956 would be the tentative target date.

The committee was informed also of the progress which had been made by an evaluation committee which had been appointed to study and report on the Survey, with special reference to needs and priorities.

"Committee Announcement - Approval was expressed for the very satisfactory job of preparing the announcement of George C. St. John, Jr.'s appointment. This committee wishes particularly to thank William Paxton, who prepared the original copy for the announcement and for the Bulletin, for the splendid work he has done and to express its appreciation for his helpfulness and cooperation."

Copies of the budget of each School for the fiscal year 1954-1955, having been distributed with the reports of the Headmistress and the Headmaster, were, on recommendation of the respective Executive Committees, formally approved.

In the absence of the president of the Board of Trustees, the report of its activities and the actions of its Executive Committee was made by the Headmaster.

> At the meeting of the Executive Committee of the Board of Trustees, Tenth Month 26, 1954, in accordance with the directive of the Board of Trustees the president appointed a committee to evaluate the Parkman Report and to recommend specific objectives and procedures for a fund-raising campaign. Gren O. Pierrel and Donald B. Snyder represented the School Committee on this Evaluation Committee.
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> After due consideration of the whole problem it was agreed unanimously that a community survey by a qualified fund-raising organization would be a necessary first step in any program. The committee thereupon investigated a number of organizations and made an appointment to talk with Mr. Morgan of Marts and Lundy, Inc. of New York. Following this conference in Providence, it was recommended to the Executive Committee that Marts and Lundy be engaged for this survey. This was approved, and the survey will begin about the middle of the month and will require two or three months to complete.
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> Marts and Lundy's fee for this service will be $2250, with a probable additional expense of $250 - a total of $2500. When the survey has been finished, Marts and Lundy will be in a position to recommend to us whether a campaign should be undertaken, when, the type of campaign, and the financial goal which might be realized.
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> Marts and Lundy has requested a list of 125 to 150 persons who should be interviewed. This should be made up from patrons, former patrons, alumni, friends of the School, members of the New England Yearly Meeting, and others in the community who may not have had any affiliation with the School but could speak for the community. Members of the Board of Trustees and the School Committee in this neighborhood will be interviewed. An

identical arrangement has been made between Lincoln School and Marts and Lundy. Each member of the School Committee is requested to send to the Headmistress and the Headmaster the names of persons who, in their opinion, should be on these lists. This should be done immediately.

The Evaluation Committee also has undertaken a study of each of the recommendations in the Parkman Report. A similar study is in process at Lincoln School by a special committee appointed for this purpose.

Recommendation #6 of the Parkman Report has to do with the elimination of the Lower School boarding department. The Evaluation Committee made the following report to the Board of Trustees, which has given it approval and recommends it to the School Committee.

"Recommendation 6 - Following a thorough consideration of all the elements involved it is agreed unanimously that the Lower School boarding department should be given up at the end of the 1955-1956 school year." The Committee on Moses Brown School and Lincoln School gives its formal approval to this recommendation.

The Headmistress and the Headmaster gave brief supplementary reports dealing with the importance to the Schools of the studies now going on to determine priorities in the needs of the Schools and ways of meeting those needs.

The Headmaster reported on recent gifts (since those included in his written report) which had come to Moses Brown from the estate of Miss Florence Brown: furniture, fireplace equipment, and a particularly beautiful silver tea service which had been presented by Florence Brown's father, Obadiah Brown, to her mother on their twenty-fifth wedding anniversary in 1874. (This is not Obadiah Brown the son of Moses Brown.)

Before the close of the meeting, concern was expressed for fuller participation by members of the Committee in the fundamental policy decisions and for recognition of the Committee's responsibility to the Yearly Meeting.

It was agreed in closing that if the reports of Marts and Lundy to both Lincoln and Moses Brown are not available in time for the regularly scheduled meeting of this Committee on Fifth Month third, the meeting will be postponed, subject to the call of the clerk. It was agreed also that this should be a meeting continuing into the afternoon, in order that the members of the Committee might have some opportunity to become better acquainted with the Schools.

Adjournment at 12:25 was followed by a buffet luncheon in Alumni Hall.

L Ralston Thomas
L. Ralston Thomas
Recording Clerk

A meeting of the Executive Committee of the Board of Trustees of Moses Brown School was held March the third, 1955. There were present: William H. Edwards, Mrs. Charles P. Sisson, Donald B. Snyder, and L. Ralston Thomas. Excuses for absence were received from Thomas Perry, Jr. and Achille G. Vervena.

The minutes of the meeting of January 11, 1955, were approved as circulated.

A Nominating Committee consisting of Thomas Perry, Jr., chairman, Woodworth L. Carpenter, and Mrs. Hovey T. Freeman was appointed to bring in to the annual meeting of the Board of Trustees in May a slate of officers and recommendations for appointments to the Board in the places of those whose terms expire this year.

Rate increase - Consideration was given to the need for a rate increase for Upper School day tuition to help meet the increase in salary budget for next year. It was agreed that there should be an increase of $25.00, making day tuition in the Upper School $625.00, to become effective with the school year 1955-1956.

Evaluation Committee - In the absence of Mr. Tanner, the Headmaster reported that the Evaluation Committee had been holding regular meetings and is making good progress.

Lower School Sports - There was received from the Parents' Council a recommendation of its subcommittee on Lower School Sports. This recommendation reads as follows:

"We believe that our athletics should be in the form of a physical education program, and in order to accomplish this, we need a competent staff headed by a sports instructor. We feel that if the hours of sports instruction were staggered, a trained director, plus two or three assistants (probably students), could do a much more competent job than is being done at present, and cost only a little more than we are now spending per year."

We suggest that the Board of Trustees receive this report with thanks to the Parents' Council and its Lower School Sports Committee for their interest. It should be given further study by the new administration and the Executive Committee.

New Member - It was the opinion of the Committee that it would be desirable to name another member of the Board to the Executive Committee in the place of Bruce M. Bigelow. Frederick C. Tanner will be asked to serve the unexpired term.

4/12/55 in

On Tuesday, April the twelfth, a meeting of the Special Committee which had been charged with the responsibility of engaging a fund-raising counsel was held.

There were present: Frederick C. Tanner, chairman, Gren O. Pierrel, Achille G. Vervena, and L. Ralston Thomas. Excuses for absence were received from William H. Edwards and Thomas Perry, Jr.

This meeting was called to consider the request of Mr. Marts that the firm of Marts and Lundy be permitted to withdraw from the arrangement which they had made with us earlier for a community survey. Frederick C. Tanner reported on his conversation of a few days before with Mr. Morgan, and Mr. Marts' letter was read.

It was unanimously agreed that the arrangement had not worked out satisfactorily, that we should accept Mr. Marts' resignation, and that we should start immediately to find another competent organization.

The Headmaster was directed to write to Mr. Marts informing him of our decision. Frederick C. Tanner presented a list of fund-raising organizations which had been recommended by the authorities at Brown University. These and others were discussed, four names were listed, and Frederick C. Tanner was asked to contact their representatives.

4/21/55

A meeting of the Special Committee was held on April the twenty-first. There were present: Frederick C. Tanner, chairman, Gren O. Pierrel, Achille G. Vervena, and L. Ralston Thomas, Mr. McIntosh, president of Tamblyn and Brown, and Mr. Barnett, a vice-president.

Following a general discussion of the whole situation, Mr. McIntosh said that Tamblyn and Brown would have a man free to undertake the survey on or about the first of May. He explained the method they used and said they could complete the work by about the fifteenth of June, although the report in its final form would not be ready for a short time after that.

Following the discussion, there was an executive session of the Committee in which it was agreed unanimously that we should ask Tamblyn and Brown to undertake the survey. We understand that their charge for this is $2000 plus an additional expense account not to exceed $500. It was mutually agreed, also, that neither the School nor Tamblyn and Brown commits itself at this time to any action beyond the survey, and the reports.

The Headmaster was directed to confirm the arrangement with Mr. McIntosh.

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4/25/55

The Sub-Committee (of the Evaluation Committee) appointed to consider the physical plant objectives and priorities held a second meeting Monday, April the twenty-fifth.

There were present: Gren O. Pierrel, chairman, Achille G. Vervena, E. John Lownes, Basil G. Meserve, J. Drisko Allen, Edmund F. Arnstrong.

J. Drisko Allen reported on building and physical plant needs of the Lower School. He presented three plans, as per the attached sheets. Each was discussed, but it was the consensus that Plan A appeared to be the most desirable.

Basil G. Meserve reported for the Upper School needs, with particular reference to laboratories and classrooms. It was his recommendation that if Junior A dormitory were moved to the present Belmont, a laboratory and certain classrooms could be set up in the present Junior A area. The first floor, main floor that is, could be used for a laboratory and certain classrooms and the ground floor where the chemistry laboratory now is could be re-arranged for a third laboratory and two small classrooms. This would involve the elimination of the present visitors' locker room.

The Headmaster presented a tentative plan for a library on the first floor of the wing East of Middle House, space now occupied by the Second, Third, and Fourth Intermediates. It was generally agreed that this was accessible to the Intermediates as well as to the Upper School, and that there was adequate space.

E. John Lownes and Edmund F. Armstrong presented an over-all long-range plan for location of a new gymnasium and for alterations in the playing fields. Much time and effort had gone into developing this plan and the Committee will give it immediate further study. The plan involves over a long period the complete rearrangement of the playing space of the Upper and Lower Schools. The recommendations as submitted for consideration contain specific estimates as to cost. Appreciation was expressed for the time, thought and work which had gone into this.

It was agreed that Thursday, April 28, in the afternoon at four o'clock there would be a meeting to familiarize the Committee with our present plant so that the plans might be more easily understood.

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

May 1955

To the Board of Trustees of Moses Brown School and to the Committee on Moses Brown School and Lincoln School

This year, in addition to the change in administration, two persons long associated with the School will retire from active service.

Mme Ducimetière Warge came to Moses Brown in 1917, and for thirty-eight years has been a teacher of French in the Lower School. As a part-time teacher she has continued long past the normal retirement age. She has been a loyal and devoted teacher, who will be remembered with affection by every boy who has been in her Lower School classes, and by all of us who have had the privilege of working with her. Arrangements have been made for a tea to be held Sunday afternoon, May first, at which time not only those associated with her at the School but her many friends in the community will have an opportunity to greet her and express their appreciation of her long service. She has contributed much to many people, not only as a classroom teacher but as a wonderful person, and the School has been made richer by her long association with it. During the last year or two Mme Warge has not been very well, but she has carried on her work with courage, and we wish her pleasure in a well deserved rest.

William H. Turner is completing this summer forty-five years as a house man at Moses Brown. His grandmother worked at the School under Augustine Jones, and "Bill" came here out of high school in 1910. He has been the person to whom the house manager has turned for the hundreds of jobs which are always pressing, janitorial work, moving and repairing furniture, chores large and small. His days have not been measured in hours, but he has willingly stayed on the job into the evenings and on week ends when necessary to complete essential tasks. He has identified himself with the life of the School, has accepted personal inconvenience willingly and cheerfully. When Bill leaves us, he will be missed by everyone. He and his friends were entertained by the faculty at a buffet supper in Alumni Hall on Saturday evening, April twenty-third.

W. Jay Kennedy, a teacher of music in the Upper School since 1946, is leaving us to accept a position in the Middle West. During his years here music has taken its proper place in the secondary school program, and Mr. Kennedy has done

much to tie in the work here with the music activities in the community. William A. Reifsnyder, a graduate in Music, Yale University, who was a member of our English department last year, is returning to direct the music. He will also teach one or two classes in English. We still need an additional English teacher and a man to assist with the science. The Lower School music, which has been for many years under the direction of Editha Thomas, will be taught by Mrs. John Conron, an excellently trained and experienced teacher.

There will be general salary increases in both the Lower and Upper Schools next year. The increases are small, but a step in the right direction and very much appreciated by every one. To provide some additional funds, the Executive Committees have approved a $25.00 increase in the tuition rates for day students in all grades and forms.

The Senior Class this year numbers forty-five, of whom forty-four are candidates for diploma. Approximately half of these boys have firm college acceptances. A number of others have been accepted conditionally; others will not know until the close of the year what their status will be. We are now beginning to feel the pressure of the tremendous increase in the number of applications for admission to college. Most of the privately endowed institutions have raised substantially the minimum College Entrance Examination Board scores on which they are willing to consider candidates. The probability seems to be that this will make for an even sharper competition in the future.

The enrollment for next year is promising. In the Lower School, with one or two exceptions, the grades are now at capacity and there are not more than half a dozen places available. The Upper School enrollment is normal for this time of year, and it would appear that we shall be at or near capacity at the opening of School, although the house group may continue to be lighter than we should like.

The Parents' Council Executive Committee has held regular monthly meetings throughout the year for the discussion of a great variety of questions of mutual interest to parents and the School. Through sub-committees they have studied in detail the program and administration of both Lower and Upper sports and have made a number of constructive suggestions for improvement. The Parents' Council has over the years developed into an effective and helpful agency for the exchange of ideas between administration and teachers and parents. It will be a source of strength to the new administration. This year more than eighty per cent of the

families have voluntarily contributed to the work of the Council.

The Alumni Association also is growing in strength and there has been each year a larger number of contributing members. This is a field which needs further cultivation but it will grow steadily. There will be a formal dinner of the Alumni Association in the Hall Friday evening, May the sixth.

Father and Son Day will be held on Friday, May the thirteenth. The schedule has been planned and preliminary notices have been sent to all parents. Members of the Board of Trustees and the School Committee are urged to come and enjoy all or any part of this day with us.

Teachers and students have had a busy winter and early spring. For your information I should like to list some of the activities:

> In February the School was host to Lincoln, Wheeler, and Country Day for a Four School Concert, which parents attended to the capacity of Alumni Hall.
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> At the close of the winter term, Moses Brown and Lincoln presented their annual spring play at Lincoln, a most successful performance of "The Curious Savage," under the direction of Editha M. Thomas.
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> Moses Brown boys represented Cuba at the first United Nations Model General Assembly held in Providence.
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> Five boys were members of the House of Representatives in the Model State Legislature.
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> Anthony Hindley was one of five elected representatives of the Providence Junior Alliance Francaise at the annual meeting in New York of the National Alliance.
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> Two boys collaborated in the composition of the French song for the Junior Alliance, one composed a waltz in celebration of its tenth anniversary, and one boy, Franklin Robinson, has won a place in the

National French Contest for Rhode Island and Southern Massachusetts area.

Franklin W. Robinson also represented the School on a CBS-TV broadcast from New York City on "Youth Takes a Stand." He was awarded first place in his panel of four representative students and then went on to the second week to win an award of first place on a panel composed of eight winners of other panels from all over the East. It was a distinguished job for a fifteen-year-old boy. He was the youngest competitor.

In the Rhode Island Science Fair, Thomas L. Benjamin received a first grant in the Senior division for "Vinylite Castings of the Bovine Heart," and Thomas R. Natal, Jr., a second grant in the Senior division for "The Autonomic Nervous System."

As part of an exercise in the study of the Elizabethan theatre, four Junior boys made scale models of famous theatres of the time. These were displayed in the Providence Public Library.

On the basis of his scores in the College Entrance Examinations Douglas M. Behrendt becomes a finalist in the competition for the 100 General Motors National Scholarships to be awarded 1955.

Teachers have increasingly assumed positions of responsibility not only in their professional Associations but in community activities as well. Their contributions are much appreciated, they ~~they~~ themselves grow in stature, and the School is benefited both directly and indirectly. Schools like Moses Brown should not isolate themselves, but should become increasingly a real part of the community.

On the thirteenth and fourteenth of April, the Quaker Headmasters met at Moses Brown. Twelve Schools, including Pickering College in Ontario, were represented by Headmasters or Headmasters Elect. We were pleased that George C. St. John, Jr., could join our group. This is an informal organization which meets twice a year. The participating Schools have similar backgrounds and ideals, and the most intimate problems are discussed freely and helpfully. It is a privilege to be a part of the group.

BT MBS - 5
Comm MBS & LS
May 1955

The community survey which was to have been begun for Moses Brown School about the middle of February was delayed through no fault of your Committee or the School. In order to make sure that it could be undertaken and completed this spring, it was mutually agreed that the previous arrangements should be cancelled. Your Committee has now engaged the services of Tamblyn and Brown, Inc., one of the leading fund-raising organizations in the country, who have undertaken to begin the formal work by the first of May and complete it by or shortly after the middle of June. Their report should be ready for consideration of the Special Committee by early summer.

I cannot close this last formal report which I shall make to the School Committee and the Board of Trustees without expressing to each one of you my appreciation for your cooperation and support. As a Headmaster I have been unusually fortunate in having the privilege over these years of working with men and women who have been patient and understanding and helpful. Where there have been differences of opinion they have almost without exception been resolved pleasantly. I cannot imagine any one enjoying his work more than I have enjoyed mine. I am giving up my responsibilities regretfully, but I am sure it is the right decision. I wish for my successor, George C. St. John, Jr., a long and successful administration.

Respectfully submitted,

L. Ralston Thomas

L Ralston Thomas

E - BT 5/2/55 M-1

A meeting of the Executive Committee of the Board of Trustees of Moses Brown School was held Fifth Month 2nd, 1955, at luncheon in Alumni Hall.

There were present: Thomas Perry, Jr., Donald B. Snyder, and the Headmaster.

The first item of business was a discussion of certain spring and summer maintenance projects.

> Chain Link Fence at the corner of Lloyd Avenue and Weymouth Street.
>
> There were three bids considered for an 8-foot chain link fence beginning at the end of the present iron fence on Lloyd Avenue, extending along Lloyd Avenue to the corner of the field, and then along Weymouth Street to the stone wall-525 linear feet, including one 4-foot gate.
>
> The bid of $1572.00 of the Security Fence Company was approved, this to be paid for from the Fence Fund.

It was agreed also that during the summer the iron fence along Lloyd Avenue and Hope Street should be scraped where needed, given a rust-resistant undercoat where necessary, and painted; this also to be charged to the Fence Fund.

Exterior Painting - R. W. Short, Inc. has submitted bids for painting the north side of the main building (painted previously in 1946), for painting the east and west ends of the building, and the south side (previously painted in 1948), for painting the Lower School building, and an over-all bid on the whole job.

It was decided that for this year we should arrange for the painting of the north side only. R. W. Short's bid for this section is $1980. A second concern will be asked to submit a bid to the same specifications and the contract can be awarded so that the work can begin this spring.

Kitchen Equipment - The Providence Gas Company has submitted bids on a battery of three ranges, an elevated broiler, and a double deck shelf for two ranges. This equipment and certain other items are needed to replace obsolescent equipment which we are now using. Approval is given for the purchase of equipment not to exceed $3,000.00, to be paid for from the income of the Improvement Fund.

Mr. McIntosh of Tamblyn and Brown informs us that it is customary for their clients to pay half the agreed fee at the beginning of the survey. Approval is given, therefore, for the payment of $1,000.00 to Tamblyn and Brown, charging it to the Campaign Fund.

E - BT 5/2/55 M-2

Authorization to borrow for summer expenses - "We hereby authorize the Headmaster of Moses Brown School to borrow from the New England Yearly Meeting Board of Managers of Investments and Permanent Funds such sums, not exceeding $20,000.00, as may be needed for summer expenses."

In the absence of Frederick Tanner, chairman of the Special Committee, the Headmaster reported on the engagement of Tamblyn and Brown for the community survey. Marts and Lundy had submitted their resignation, which had been accepted. Tamblyn and Brown has undertaken the work for a fee of $2,000.00 plus an expense account not to exceed $500.00. Two of their representatives will arrive in Providence tomorrow (May the third). They expect to complete the survey by the fifteenth of June and to make a report as soon as practicable after that date.

As the $25.00 increase in the Upper School tuition rate was made after the publication of the catalogue, it is proposed that Moses Brown School and Lincoln School send out similar announcements to parents of Upper School students. The statement as presented was discussed and approved with modifications.

Adjourned.

Secretary

The actions minuted above have been approved also by Messrs. Tanner and Vervena.

MINUTES of the Meeting of the Board of Trustees
Moses Brown School, May 2, 1955

A meeting of the Board of Trustees of Moses Brown School was called to order by the Vice-President, Dr. Perry, in the absence of Mr. Edwards, at 7:30 p.m., May 2, 1955. The Secretary called the Roll. Present were: Moses Bailey, Charles F. Brown, Edith L. Buffum, Woodworth L. Carpenter, Westcote H. Chesebrough, Henry C. Foster, Oliver J. B. Henderson, E. John Lownes, Jr., Dr. Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Robert M. Saywell, Mrs. Edwin F. Sherman, Jr., Donald B. Snyder, Frederick C. Tanner, Virginia Townsend, Achille G. Vervena, Charles H. White, Walter H. Wood. Also present were George C. St. John, Jr. and L. Ralston Thomas. William H. Edwards, Mrs. Hovey T. Freeman, and Mrs. Charles P. Sisson were excused.

The minutes of the previous meeting were approved as circulated.

EXECUTIVE COMMITTEE REPORTS

Mr. Thomas read excerpts from the attached minutes of the Executive Committee meetings. The March 3 meeting dealt with appointment of a nominating committee, a rate increase for Upper School day tuition of $25.00 to become effective 1955-56, progress of the Evaluation Committee, a recommendation by the Sports Committee of the Parents Council, the naming of Frederick C. Tanner to the Executive Committee in place of Bruce M. Bigelow, the publication of the Evaluation Committee personnel in the Moses Brown Bulletin, and the consideration of pensions.

The May 2 meeting dealt with installation of a Chain Link Fence on Lloyd Avenue and Wemouth Street, painting the iron fence and the north side of the main building; purchase and installation of kitchen equipment; authorization to borrow $20,000 from the New England Yearly Meeting (a routine request); payment of $1,000 to Tamblyn and Brown who have been engaged to make a survey relative to possible fund raising in place of Marts and Lundy (whose services, prevbusly engaged, were never initiated). Tamblyn and Brown's full fee, balance payable at completion of their work, is $2,000 plus an expense account not to exceed $500. Two representatives will begin work on May 3, complete work by June 15, report as soon as practicable.

On motion of Mr. Carpenter, seconded by Mr. Snyder, it was VOTED that these reports be accepted as read.

SURVEY COMMITTEE

Mr. Tanner reported on the credentials of Tamblyn and Brown, originally recommended to us as one of four top fund-raising groups in the country, who have had experience with

boys' schools and recently with Yale. There was some feeling that Marts and Lundy, although justifiably delayed by sickness of personnel, were basically uneasy about handling both Moses Brown and Lincoln, with whom they first had a firm agreement. Following the $2500 survey, Mr. Tanner said we'd have an option for continuation, and the fee fixed then by Tamblyn and Brown would depend on the nature of a campaign. Generally this ran from 6% to 9% of the amount raised, an all-inclusive figure.

Building Committee

Mr. Pierrel, Chairman, reported on two meetings of the group with members of the faculty (Mr. Allen, Mr. Meserve, and Mr. Armstong) who have been very helpful in making suggestions about possible modernization of plant and the need for extra facilities. Their tentative recommendations, not yet given priority status, relate to:

1. Provision for a more adequate library
2. A new wing for grades four through eight, extending from Alumni Hall
3. Moving upper school boys into space freed by Belmont boarders and thus freeing the west wing rooms for additional laboratory space
4. All-encompassing plans for increased and improved athletic facilities, including a new gymnasium, football field, baseball diamond, tennis courts.

Public Relations Committee

In the absence of the Chairman, Mr. Cook, Mrs. Sherman reported the one meeting of the group as an attempt to set up procedures with some discussion of possible goals and an analysis of the School's public relations as of the moment. It was the feeling of the Chairman that further discussions should await the arrival of Tamblyn and Brown, whose recommendations in this area would have so large a bearing on fund raising.

Co-Education

In the absence of Mrs. Freeman, Chairman, Mr. Thomas reported that the committee had met several times, and without passing on the merits of co-education at the lower levels of Moses Brown and Lincoln, had concluded that for the moment any such plans were financially impossible. Mr. Chesley Worthington has filed a full report.

Salaries, Scholarships, and Pensions

Mr. Thomas said salary, scholarship, and pension matters have been referred to the Finance Committee which is working on them.

CAMPAIGNS

Mr. Snyder initiated discussion on the possible conflict of a Lincoln School campaign with ours. He pointed out that because their survey report is concluded with a recommendation favorable to a campaign, they will be requesting the Yearly Meeting Committee for permission to proceed with one. He wanted Board feeling on what their attitude should be when Moses Brown does not yet know its plans. Dr. Perry and others voiced the opinion that it would not be fair to hold up Lincoln's plans for which there is already momentum; that, however, because certain simultaneous aspects were involved, certain minimum understandings ought to be entered into by a co-ordinating committee if need for one arose. It was pointed out that machinery for this is already available in the Committee of Nine, set up for this purpose last year with three representatives each from the Lincoln and Moses Brown Boards and the School Committee. Mr. Thomas voiced the feeling that Moses Brown should be able to act as a free agent in this area. Board members felt that we were talking in a vacuum until the Survey results were at hand, that delay might be indicated because of Moses Brown's larger constituency, change of administration, and other factors, such as possible campaign times, and overlap on institutions being approached for funds, need for preparation.

PARENTS COUNCIL

Mr. Saywell reported 93% participation from parents on dues request, plans for an Alumni Day in November underway, and for Father and Son Day in May.

Mr. Saywell reported that the Sports Committee had been very active and had made five or six recommendations to the School regarding uniforms, conduct of games, greeting of visitors, etc.

He read the Sports Committee statement: "We believe that our athletics should be in the form of a physical education program and in order to accomplish this, we need a competent staff headed by a sports instructor. We feel that if the hours of sports instruction were staggered, a trained director, plus two or three assistants, probably students, could do a much more competent job than is being done at present, and cost only a little more than we are now spending per year."

It was VOTED: that "The Board of Trustees receive this report with thanks to the Parents' Council and its Lower School Sports Committee for their interest. It should be given further study by the new administration and the Executive Committee."

ALUMNI ASSOCIATION

Mr. Carpenter reported dues collected from 534 persons. It was pointed out that this was a fine average from the 2200 potential. A questionnaire was sent out to build up statistics, and their next activity will be a dinner on Friday, May 6, in honor of Mr. Thomas. Mr. William Wheeler, Chairman, was commended for his work on this. He reported Alumni desiring to come together on a special Alumni Day in the fall, and thinks they would welcome opportunity to help the School in fund raising.

HEADMASTER'S REPORT

Mr. Thomas reported on a party given for "Bill" Turner, who had been with the School for forty-five years. Hope was expressed that an annuity or pension could be provided for him by the Finance Committee.

NOMINATING COMMITTEE

Mr. Carpenter presented the following slate:

For the 1955-56 School Year

President - William H. Edwards
Vice-President - Donald B. Snyder
Secretary - Mrs. Edwin F. Sherman, Jr.

Executive Committee

Thomas Perry, Jr.
Mrs. Charles P. Sisson
Donald B. Snyder
Frederick C. Tanner
Achille G. Vervena
William H. Edwards, ex officio

Appointment to Board of Trustees for Three Years

Benjamin L. Cook, Jr.
Frederick C. Tanner
Barnaby C. Keeney

Three-Year appointments unexpired are held by:

Mrs. Hovey T. Freeman
Oliver J. B. Henderson
E. John Lownes, Jr.
Mrs. Edwin F. Sherman, Jr.

(Signed) Thomas Perry, Jr.
Woodworth L. Carpenter
Marjorie B. Freeman

It was VOTED that this report be accepted.

The meeting was adjourned.

Respectfully submitted,

(Signed) Martha P. Sherman

Secretary

C - 5/3/55 - M 1

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

The regular spring meeting of the Committee on Moses Brown School and Lincoln School was held in Alumni Hall, Moses Brown School, Fifth Month third, 1955.

There were present: Donald B. Snyder, Clerk, Moses Bailey, George I. Bliss, T. Dwight Boole, Russell D. Brooks, Charles F. Brown, Edith L. Buffum, Karl H. Erickson, Henry C. Foster, Mary Hoxie Jones, Daisy N. Newman, Phebe F. Perry, Thomas Perry, Jr., Gren O. Pierrel, Alexander C. Purdy, Virginia Townsend, Frances E. Wheeler, Charles H. White, Lyra T. Wolkins, Walter H. Wood, Marion S. Cole, George C. St. John, Jr., L. Ralston Thomas. Excuses for absence were received from Ruth C. Burgess, Franklin K. Fite, Richard M. Gummere, Margaret G. Sisson, William Webster.

The minutes of the meeting on Second Month first, 1955, were approved as circulated.

The Headmaster gave a supplementary report on the current year's operations, and prospects for next year.

Gren O. Pierrel reported on the work of the Evaluation Committee and the subcommittees under it, told of the engagement of Tamblyn and Brown in the place of Marts and Lundy for the community survey, and informed us that representatives of Tamblyn and Brown would begin work immediately, today. The method of survey will be much the same as that proposed by Marts and Lundy and used by them at Lincoln School.

Marion S. Cole also gave a brief supplementary report.

The Clerk, Donald B. Snyder, presented a resume of the survey made by Marts and Lundy for Lincoln School, and told in some detail of the meeting of the Board of Trustees of Lincoln School yesterday, May the second. Marts and Lundy had presented a formal report on the survey which they had been conducting for some weeks, analyzing the situation as they found it and recommending that plans be made immediately for conducting a campaign for funds. The formal reports were available to members of the Committee.

The Clerk then presented a formal recommendation from the Trustees of Lincoln School to the School Committee. This reads as follows:

"The Trustees of Lincoln School, at a meeting on

> Monday, May the second, 1955, approved the fund raising plans as set forth by Marts and Lundy, and request the School Committee at its meeting on Tuesday, May the third, also to approve, that steps may be taken to implement those plans."

There was a long and detailed discussion of this proposal, particular consideration being given to the problems which might arise if the Tamblyn and Brown report should recommend a similar campaign for Moses Brown School. The Committee was united in approving the proposal, and authorizes the Board of Trustees of Lincoln School to proceed to implement the recommendations of the Marts and Lundy report.

It is understood, however, that this approval is without prejudice to Moses Brown School in considering recommendations which may be made by Tamblyn and Brown on the basis of the survey which they are conducting. It was emphasized that care should be taken to see that when one Fund is launched the public should be informed that a second drive is being contemplated.

In the absence of Ruth C. Burgess, chairman of the Nominating Committee, Frances E. Wheeler made the following report:

> "The Nominating Committee recommends the following persons to the Yearly Meeting Nominating Committee for appointment to the Committee on Moses Brown School and Lincoln School for three years:
>
> George I. Bliss
> Ruth C. Burgess
> Russell D. Brooks
> Phebe F. Perry
> Alexander C. Purdy
> Andrew R. Towl
> Charles H. White "

This recommendation was approved, and the Recording Clerk directed to forward the list to the Yearly Meeting Nominating Committee chairman.

At this point the Headmistress, the Headmaster, and the Headmaster-elect were excused from the meeting, and the Committee went into executive session.

"Herewith a memorandum of the points which were discussed at the end of the meeting of the Committee on Moses Brown and Lincoln School on Fifth Month, Third, 1955. (Ralston Thomas had been asked to withdraw and there was no interim Clerk designated

to provide a transcript of the discussion.)

"The Committee agreed that the responsibility for arranging the financial details of George St. John's engagement as Headmaster should be delegated to the Executive Committee of the School Committee.

"The Committee likewise agreed that arranging the financial details of L. Ralston Thomas' pension should be delegated to the Executive Committee of the School Committee.

"It was agreed by the Committee that 'the special Committee appointed to study and make recommendations with respect to the inevitable changes which would take place in the management in Moses Brown and Lincoln School' be continued in office with the understanding that the Nominating Committee would review the membership of this group at the time nominations for the next year were to be made."

Signed Donald B. Snyder
Clerk of the School Committee

L Ralston Thomas

Signed L. Ralston Thomas
Recording Clerk

See end of book for
Special Confidential minutes
(sealed)

4/55

MOSES BROWN SCHOOL
PROVIDENCE, R. I.
L. RALSTON THOMAS, HEADMASTER

To the New England Yearly Meeting of Friends
The School Committee presents its 136th annual report

MOSES BROWN SCHOOL

On receipt of the recommendations of the special committee of three well-known educators appointed to survey the physical assets of the School, the School Committee and Board of Trustees began in the fall to make a detailed study of each of the items in the report.

An Evaluation Committee was named. This group in turn selected sub-committees which have been at work during the year to plan a long-range program for plant improvements and to determine priorities.

In addition to plant improvements, study is being made, by the Finance Committee, of salaries, pensions, and scholarships.

Tamblyn and Brown, of New York, a nationally known fund-raising agency, has now been engaged and is making a survey of community and alumni sentiment with respect to a campaign for funds to meet the needs of the School. Their report will be available in a short time and your Committee and the Board of Trustees will then be in a position to make decisions as to the next steps in the program.

The School Committee at its fall meeting had given approval to a proposal of the Board of Trustees "That we embark on a Capital Funds Drive at such time and for such amounts and objects as shall later be determined on reports by a study committee or committees."

At the fall meeting of the School Committee, George C. St.John, Jr. was appointed Headmaster of Moses Brown School effective with the school year 1955-56. He will take up his duties during the summer. L. Ralston Thomas, who is retiring, has been named Headmaster Emeritus. This change will bring to a close an administration of thirty-one years, the longest in the history of the School. Formal notices of George C. St. John, Jr.'s appointment were sent to patrons, alumni, and friends of the School in the fall. The new Headmaster will be present at the Yearly Meeting sessions and a further report made at that time.

During the summer of 1954, in addition to the painting, papering, and more or less routine maintenance, two substantial projects were undertaken. The dishroom was modernized and

completely re-equipped at a cost of approximately $3500. A new, modern, mixing machine was installed in the bakeshop, and a modern slicing machine in the kitchen. The large blacktop area north of the Study Hall was replaced by a cement platform and new cement walks laid between the main building and the Studio.

Just before the opening of School the workers of the New York and New England Yearly Meetings held a two-day conference at Moses Brown. This conference, which was in charge of Russell D. Brooks, was attended by about forty men and women.

At a Friends' conference on education at Pendle Hill, Howard M. Roberts represented Moses Brown. Four members of the faculty had planned to attend this conference, but the hurricane necessitated their remaining in Providence.

Hurricanes "Carol" and "Edna" caused considerable damage to the school grounds, but fortunately most of the elms in front of the building were not seriously harmed and there was less repair work needed on the buildings than might have been anticipated. Emergency repairs were soon taken care of and when the boys returned to school they gave substantial assistance in clearing up the grounds.

School opened on time with a very good enrollment, but slightly below the previous year. Fortunately there were relatively few faculty changes.

The Book Fair in the fall, now an annual event, was from many points of view the best one that has been held. It was sponsored again by the Executive Committee of the Parents Council, and approximately one hundred mothers shared with the teachers the responsibility for planning and carrying out the two-day sale. A new feature this year was the introduction of music records. Fourteen hundred thirty-nine books, eight sets of encyclopedia, and two hundred eighty-one dollars worth of records were sold. This enterprise not only puts into the hands of our boys and their families well-selected books for each age group, but provides as well substantial additions to the library and to the classroom collections.

The Executive Committee of the Parents Council has held regular meetings throughout the year and has given advice and help on many aspects of parent-school relationships. Two sub-committees have devoted nearly a year to a study of the sports programs in the Upper School and the Lower School. The committees have learned first-hand something of the objectives and problems of this phase of the School's activities, and have contributed a number of valuable suggestions.

The Council is an important liason between the parents and the administration. This year approximately 93% of the parents have become contributing members of the Council on a purely voluntary basis.

Recently its Executive Committee has authorized the purchase for the School of three important items of equipment, costing in total about $900: a new section of bleachers for the athletic field, a modern electric kiln for the ceramics work in the Studio, and a ditto machine for the use of Upper and Lower School teachers.

The Council will be a source of strength to the new administration.

Moses Brown and Lincoln have continued close association in student activities. Just before the Christmas holidays three one-act plays were presented by the Proscenium Club and girls from Lincoln School. In the spring Moses Brown boys and Lincoln girls took part in the annual production at Lincoln under the direction of Editha Thomas.

There have been informal dances and parties.

Moses Brown was host this spring to the four-school concert for parents, the participating schools being Lincoln, Mary C. Wheeler, Country Day, and Moses Brown.

Teachers and students have had a busy year. Boys have participated in the United Nations Model General Assembly, Model State Legislature, have represented the Providence Junior Alliance at the National Meeting, have shared in conferences on religion, public services, traffic safety, and have contributed through their Good Will Fund to the Community Chest and a dozen other philanthropic and social agencies in which the School has had a continuing interest through many years.

In the Rhode Island Science Fair one boy received a first grant in the senior division, and another a second grant.

Franklin W. Robinson, a sophomore, represented the School on a CBS T-V broadcast from New York on "Youth Takes a Stand." He was awarded first place and then went on to the second week to win first place on a panel composed of eight winners of other panels from all over the country. It was a distinguished job for a fifteen-year-old boy; he was the youngest competitor.

Teachers have increasingly assumed positions of responsibility not only in their professional associations but in community activities as well. Their contributions are much appreciated. They themselves grow in stature and the School is benefited both directly and indirectly. Schools like Moses Brown have an obligation to be a real part of their community.

On the thirteenth and fourteenth of Fourth Month the Quaker Headmasters met at Moses Brown. Twelve schools including Pickering College in Ontario, were represented by headmasters or headmasters-elect. We were pleased that George C. St.John, Jr. could join our group.

This year, in addition to a change in administration, two persons long associated with the School will retire from active service: Mme Ducimetière Warge came to Moses Brown in 1917 and for thirty-eight years has been a teacher of French in the Lower School. As a part-time teacher she has continued long beyond the normal retirement age. She has been a loyal and devoted teacher who will be remembered with affection by every boy who has been in her classes and by all of us who have had the privilege of working with her. A tea was held for her at the School on the afternoon of Fifth Month first, attended by her friends in the community as well as at the School.

William H. Turner is completing this summer forty-five years as a house man at Moses Brown. His grandmother worked at the Friends School under Augustine Jones, and "Bill" came directly out of high school in 1910. He has held an important place on the school staff and has identified himself with its life. When Bill leaves us he will be missed by every one. He and his family were entertained by the faculty at a buffet supper in Alumni Hall on Fourth Month 23rd.

W. Jay Kennedy, teacher of Music in the Upper School since 1946, is leaving to accept a position in the Middle West. During his years here music has taken its proper place in our secondary school program.

The Alumni Association continues to grow in strength and importance. On the sixth of Sixth Month, at a dinner in honor of the Headmaster, over two hundred met in Alumni Hall. It was an enthusiastic gathering.

The enrollment for next year is promising. In the Lower School, with one or two exceptions, the classes are now at capacity and there are not more than half a dozen places available.

The Upper School enrollment is practically complete in the day department, although the house group continues to be lighter than we like.

During the year the School has received a number of gifts of books, furniture, equipment, and money.

> The Class of 1914 has established a memorial fund, the income to be used to continue an annual prize which the class has made, or for such other purposes as the headmaster may deem appropriate. The fund is now approximately $1000.
>
> From the estate of Francis H. Brownell, Class of 1884, $10,000 "in gratitude for what the School did for him in granting him scholarship aid as a student."

From an anonymous friend, a check for $1000 which has been turned over to the Library Fund.
Some additional money also for the Library Fund and for the Retirement Fund.

I cannot close this last formal report which I shall make for the School Committee without expressing my appreciation for its cooperation and support. As a headmaster I have been unusually fortunate in having the privilege over these years of working with men and women who have been patient and understanding and helpful. I cannot imagine any one's enjoying his work more than I have enjoyed mine, and I wish for my successor, George C. St.John, Jr., a long and successful administration.

Ralston Thomas
Headmaster

C - 6/23/55 -
E - BT 6/20/55 M-1

At a meeting of the Executive Committee of the Board of Trustees of Moses Brown School held in the Headmaster's office Sixth Month 20, 1955, at 4 p.m., the following were present: William H. Edwards, Chairman, Donald B. Snyder, Achille G. Vervena, L. Ralston Thomas. Excuse for absence was received from Thomas Perry, Jr.

In addition to the summer work already approved (see Minutes 5/2/55) the following items were also given approval.

1. The North Drive from the corner of Alumni Hall to Alumni Avenue is to be oiled and sanded.
2. The Barn will be painted (by our own crew).
3. Necessary work in the upstairs apartment at 307 Hope Street will be done.
4. The routine painting, papering, and general maintenance will be undertaken on about the same schedule as in other years.

William H. Turner - In consideration of his forty-five years of faithful service to the School, William Turner will be given an annuity of thirty dollars a month or $360.00 for the year beginning September 1, 1955. This is to be continued for life or until further action of the Executive Committee.

Madame Warge - Approval is given to the payment of a pension to Mme Warge under the terms of our regular pension program.

Scheffer Letter - The Headmaster read a letter from Dr. I. Herbert Scheffer protesting "your excessive and injurious action against my son," requesting that he be heard by the Executive Committee, and asking for "reimbursement of tuition for the period from David's separation from Moses Brown School to the end of the term."
It was agreed that the refund might be made to him, but that there was no necessity for the Committee to hear Dr. Scheffer in this matter.

Authorization is hereby given as of August 1, 1955, for George C. St. John, Jr. to countersign checks for the bank and sign any other official documents in the place of L. Ralston Thomas. If the bank requires a special form for this purpose, authority is given to take whatever steps are necessary to effect this change in responsibility.

It is anticipated that the report of Tamblyn & Brown on the survey which has now been completed will be available some time before the fifteenth of July. When this has been received, a meeting of this Executive Committee will be called and decisions made as to the procedures then to be followed.

A meeting of this Executive Committee will be called between the 15th and 30th of July. A date will be fixed so that Mr. St. John and all members of the Executive Committee can be present.

Adjourned.

L Ralston Thomas
Secretary

C - 6/23/55 - M 1

MOSES BROWN SCHOOL
PROVIDENCE, R.I.
L. RALSTON THOMAS, HEADMASTER

A meeting of the Committee on Moses Brown School and Lincoln School was held at Andover, Massachusetts, Sixth Month 23, 1955, "at the rise of the evening meeting," about 9:15 p.m.

There were present Donald B. Snyder, Chairman, Moses Bailey, George I. Bliss, Ruth C. Burgess, Daisy N. Newman, Phebe F. Perry, Thomas Perry, Jr., Alexander C. Purdy, Virginia Townsend, Frances E. Wheeler, Walter H. Wood, Marion S. Cole, George C. St. John, Jr., L. Ralston Thomas.

The Minutes of the meeting of Fifth Month 3, 1955, were approved as circulated.

The reports of the Scholarship Committee were presented by Marion S. Cole for Lincoln School and L. Ralston Thomas for Moses Brown. Following the established policy, the income from the funds specifically designated for financial assistance for children of Friends was divided between Lincoln School and Moses Brown on the basis of the Friends' children in School for the current year. Of $4785, Lincoln School received $2970, Moses Brown School, $1815. All the Friends applicants received some portion of this. The report was accepted.

There was a brief discussion of the program to be followed in making the School reports on the 24th.

At this point Marion S. Cole, George C. St.John, Jr., and L. Ralston Thomas were excused and the Committee went into executive session.

L Ralston Thomas

L. Ralston Thomas

Recording Clerk

MOSES BROWN SCHOOL
PROVIDENCE, R. I.

Minute on Retirement of L. Ralston Thomas

On August 1, 1955 L. Ralston Thomas retires after completing thirty-one years as headmaster of Moses Brown School, a tenure unique in the School's history. He leaves the School with a full enrollment and without deficit. The current structural soundness of the historic buildings and the beauty of the grounds give evidence of the wisdom of his policy of annual replacement and repair.

More significant is the high regard in which he is held by his educational colleagues. As Quaker headmaster he has guided Moses Brown School with genuine devotion through a period characterized by unrest, cherishing the traditional emphasis of the School on academic achievement.

He has spoken in the true language of the spirit to many a teen-age boy. His modesty and their reticence will ever prevent our knowing the full extent of his influence.

We of the New England Yearly Meeting of Friends are mindful of Ralston Thomas' years of devoted service to us as a headmaster of Moses Brown School. For the Friends of New England he has passed on to a long generation of students the heritage of education "For the honor of truth."

To Editha and to Ralston Thomas, now headmaster emeritus, the Committee on Moses Brown School and Lincoln School expresses with affection its grateful appreciation and extends its best wishes for their full enjoyment of the years ahead.

New England Yearly Meeting of Friends
Committee on Moses Brown School
and Lincoln School

June 24, 1955

MOSES BROWN SCHOOL
PROVIDENCE, R. I.

Minutes of the Executive Committee of the
New England Yearly Meeting of Friends Committee on Moses Brown School and Lincoln School

5/2/55 RE
(1) Engagement of George C. St. John, Jr. as Headmaster
(2) Pension Arrangements of L. Ralston Thomas, Headmaster Emeritus

To be included in normal fashion with other minutes when they are bound. R.T.L.

REPORT OF SURVEY

of

THE MOSES BROWN SCHOOL

Providence, Rhode Island

June 1954

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Survey Committee

Wilmot R. Jones

Francis Parkman, Chairman

Charles C. Tillinghast

The recommendations of the Survey Committee are listed on pages 15 and 16 of their report.

These recommendations would seem to divide themselves into four general groups:

(a) Recommendations 1 and 7.

These, in fact, recommend informing the public of the needs of the School, and requesting financial support.

(b) Recommendations 2, 3, 4, and 5.

These concern salaries, pensions, scholarships, which are questions of policy and should be settled by the Trustees and School Committee. On the other hand, money for these items is vitally important, and many schools use these needs as the basis for the annual giving appeal. Capital funds produce so little income that it requires substantial amounts to provide much assistance on any one of these items. It is true, however, that some peop prefer to have their gifts used for these purposes rather than for material improvements.

(c) Recommendations 6, 8, 9, 10, 11, 14.

These recommendations relate to the physical plant. If the small Lower School house group, Belmont, is eliminated (6)[no decision has been made with respect to this], and the junior (4-A) dormitory moved to the present Belmont, then space would be immediat available for adequate laboratories and additional much-needed classrooms. This probably would necessitate also replacing the present stairway at the west end with a modern fire-proof stairwell.

While the dormitory changes were being made, there should be included provision for apartments for masters in the dormitory, and the modernization of some bathrooms and toilet rooms. My guess (and only a guess) is that fifty or sixty thousand dollars would be neede for this work.

The Survey Committee, under recommendation 9 lists classrooms, laboratories, library, swimming pool, living quarters for masters in charge of the dormitory, gymnasium or field house, out-of-doors play space. Under this recommendation also there is a section (C) sugges ing "priorities and solutions":

> "The Committee places the highest priority among the neede changes on the improvement of library and laboratories. Indoor and outdoor athletic facilities and classroom and Lower School improvements come next in order of priority. Recreation rooms (in the building) for older and younger students are desirable, but are still lower in urgency.
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> "Between the library and laboratories, if a choice had to be made, the Committee would put the library first, since laboratories do exist and science teaching is going on, while librar facilities, for physical not personal reasons, are almost non-existent."

do not agree with the temporary location o the library, but favor rather the location approved by the School Committee some years ago: that is, using the east wing (the first floor between Middle House and Alumni Hall) now occupied by the Seco Third, and Fourth Intermediate classrooms and a locker room, for a library, librarian's workroom, stacks, conference rooms, et cetera. This would be accessible from outdoors as well as through Middle Hou and if a classroom building for the Intermediate or Lower School wer placed on the east side of our present building, the library would b accessible also to the younger children. To provide for the classes (Second, Third, and Fourth Intermediate) now located in the east win it would be necessary to construct a classroom building.

Recommendation 14 of the Survey Committee is "that the Trustees plan to correct as soon as possible the inadequacies of space and facilities for indoor and outdoor athletics."

Indoor play space is one of our greatest needs, both for Upper and Lower School programs. The present facilities are entirely inadequate.

(d) Recommendations 12 and 13.

These recommendations have to do with a long-range plan for th Lower School which does not necessarily conflict with any program to the immediate needs of the School, excepting that if a classroom bui is built to provide for the Second, Third, and Fourth Intermediate c it should be located so that additions could be made in the future i it were desirable to do so.

It seems to me in the light of the Survey and the needs of the Schoo as I see them, I should put a library first, give second but almost equal place to a gymnasium or field house, and at the same time, beginning with our own funds and continuing as funds are available, make the recommended modifications in the present building.

If Belmont were eliminated there would be little or no expense in shifting the boys from 4-A to the present Belmont, and the expense of setting up laboratories in the present space occupied by the 4-A group would not be very great. Stairwell, accomodations for masters, improveme to toilet rooms, et cetera, could be made a step at a time over several years.

To provide for a library, then, we should need a new classroom buildi nd the money necessary to make the essential changes in the space now ccupied by the classrooms for library purposes and library equipment.

My recommendation would be, therefore, that we consider a campaign fo nds for a classroom building in order to provide for a library and for gymnasium.

At the invitation of the Board of Trustees of Moses Brown School, this survey committee visited the school from May 10th to 14th for the purpose of examining its physical needs and allied financial problems, and of making recommendations thereon to the Board.

The committee acting together conferred with the headmaster, the senior master, the head of the lower school, the treasurer, and the director of athletics; and with four separate groups: trustees, alumni, parents and boys. Every other member of the faculty (except the assistants in the lower grades), and the secretary to the headmaster, the house manager, the housemother, the dietitian, the head nurse, and the grounds superintendent, were interviewed by one or another of the committee.

The committee would like to put on record its thanks for the wholehearted cooperation and the interested suggestions of all concerned. It should be added that although the circumstances of the interviews offered an easy opportunity for the airing of personal grievances, the committee heard none, and was impressed by the spirit of loyalty and teamwork evidenced by all.

As a result of these conferences and of its own examination of the facilities and finances of the school, the committee came to certain findings and agreed on certain recommendations which will be presented in the pages which follow.

The report will deal first with the finances and with matters which affect them or are affected by them, and then with plant and facilities. All recommendations will be recapitulated in the conclusion.

To provide reference points, the committee lists first a few salient facts about the school:

Chief construction dates

Central parts of main building	1818
Alumni Hall	1868
Boys' Building, Study Hall, etc.	1872
Studio	1892
Gymnasium	1902
Lower School Building	1904

It appears that no major addition to the plant has been made since 1904, and that there has been no general appeal for funds since 1919.

A Board of Trustees, with representation for parents and alumni, was created in 1952, and the Alumni Association was formed in the same year.

The school's place and its standing in the community are strong. A great many of the city's leading citizens are graduates of the school, or attended it before going to boarding school. It has a fine reputation for sound academic training and college preparation, and for its attention to spiritual values. It is widely and favorably known among independent schools in the country. It has an experienced and devoted faculty, and loyal and interested parents and alumni.

Assets such as these -- good reputation based on performance, a respected position in the community, and loyal parent and alumni groups -- are among the essential elements of fund-raising, but the committee feels that another equally essential element is for the most part missing, and that is a general understanding of the financial position and needs of the school. Until very recently the usual agencies of contact and information between a school and its friends, such as a board of trustees, an alumni organization, etc., have not existed, and information seems not to have been transmitted in other ways. As a result the school's public knows little or nothing about its finances, and apparently many believe either that the school has no financial problems, or that if it has, the Quakers can and will readily provide the solution.

This is not a sound basis for any appeal for funds, and the committee believes that no appeal should be attempted until the school's public has been thoroughly informed about its budget, the extent of its endowment, and in a general way at least about salaries, pensions, scholarships, and other matters affecting its financial stability. Without such a sharing of information, the committee believes that the school cannot expect to be successful either in raising capital funds from its friends for building or other purposes, or in receiving from them the kind of year-to-year support which in these days is making the difference between stability and crisis for so many independent schools.

The committee, therefore, makes as its first and perhaps its major recommendation:

Recommendation No. 1. That the Board of Trustees adopt and implement as soon and as thoroughly as possible, a continuing program for informing parents, alumni, and the community about the financial structure and operations of the school.

II. FINANCE

A. Budget The 1953-54 budget with anticipated income of $314,120, and anticipated expenses (after providing for addition to the pension fund) of $311,845, shows an operating margin of $2,275. or less than 3/4 of 1% of the estimated expenses. Of the income, all but about $13,500 is expected to come from tuition and other fees.

Operating figures for the previous six years show the following average results:

Before adding to pension fund	+ $3,941.87
After " " " "	-- 2,058.13

B. Funds Broadly speaking, the funds belonging to the school are as follows:

1. Income only to be used

For general purposes	$256,200
For scholarships	33,500
For prizes	15,400

(There are in addition scholarship funds of $111,000, the income from which is divided with the Lincoln School each year in proportion to the number of Friends in the two schools.)

2. Capital and income available

Pension Funds	$85,500
Improvement Fund (for special repairs and improvements)	70,000
Library Improvement Fund	4,400

The free income from funds held for general purposes is about $10,000 per year.

C. Salaries. In examining faculty salaries, the committee recognized the fact that an unusually large proportion of the staff (for a predominantly day school) receives either a house, or board and lodging. It therefore added to the cash salary figures the rough equivalents of these "perquisites," as follows: house $1,000; living (board and lodging) for one, $1,000; for two, $1500; for three, $1,750. After examining the figures* before and after these corrections, the committee finds:

1. In the upper school: Cash salaries at the upper and middle levels are just below the average for representative boys' day schools; at the lower level they are conspicuously below average. After the perquisite value is added, Moses Brown salaries are above the average for other boys' day schools, except at the lowest level.

If one compares Moses Brown cash salaries with those of representative boys' boarding schools, one finds that Moses Brown salaries are above the average at the upper and middle levels, and below the average at the starting level.

2. In the lower school: Lower school salaries, even after adding the perquisite value for those who live in the building, compare quite unfavorably with salaries in other representative boys' elementary schools. Likewise, the level of lower school salaries is markedly lower than that of the upper school, and the committee feels that the discrepancy is too large. The fact that married women cannot teach in the Providence public schools probably explains why Moses Brown can keep able and experienced teachers at relatively low salaries, but the committee feels that this is not a healthy situation.

Discussion. The chief strength of a school is its faculty, and the future of any independent school depends on its ability to attract and keep first-class teachers. There are signs in more than one school that the faculty is composed of two groups, a constant one of experienced and devoted older teachers, and another of younger men (or women) with a fairly rapid turnover. A school cannot expect (and will not want) to keep all of its younger teachers, but conditions should be such that from time to time one and another of the younger group will become a fixture. Otherwise the school runs the risk of serious difficulties

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* See Appendix A

as the older group, often within a period of a few years, retires from the scene. This is something to be watched at Moses Brown.

Recommendation No. 2. That the Board of Trustees keep the salary scale of the upper school under constant review, with particular attention at this time to the conditions of salary, etc., which can be offered to the younger teachers.

Recommendation No. 3. That the Board of Trustees consider ways and means of increasing the lower school salaries with a view to making their level closer to that of upper school salaries, and to the salary levels of other independent elementary schools.

The committee got the impression that the teachers are somewhat in the dark about their future salary prospects, and feels that both school and faculty are in a more satisfactory position when the teachers are well informed about all the conditions surrounding their teaching. While the committee does not urge a formal salary scale, with a fixed program of increments etc., it recommends (informally) that teachers, when they are first employed, be informed about the maximum salary they may hope for, the school's policy about increments, etc., and of course that they be informed of any changes in the school's salary policy.

D. Retirement Plan. The school's pension plan, as adopted in 1946 and modified in 1952, may be summarized as follows:

1. Eligibility: Those teachers and members of the administrative and office staffs are eligible who reach the age of 65 after having been in the service of the school for 20 years. There is special provision for those who retire between the ages of 60 and 65, and for deferred retirement after age of 65.

2. The plan is "non-contributory"; i.e., the school assumes the whole burden of providing the retirement allowance.

3. Determination of annual pension: 1% of the average annual salary for the last ten years of service multiplied by the number of years of service. For purposes of figuring the amount, $500 is added to the cash salary for each year that living or a house is furnished by the school (1952 modification).

4. Pension ceases at the death of the annuitant and there is no provision for beneficiaries.

For a number of years the school has wisely set aside $6,000 per year to accumulate funds for pension requirements, and the funds now total $85,500. This year for the first time pensions paid out exceed the income from accumulated funds, as follows:

Pensions payable	$5,678.40
Estimated income from funds	3,978.40
Income insufficient by	$1,700.00

The usual $6,000 addition to pension funds is to be reduced this year by the amount of this "deficit" to $4,300.00.

In 1946 pension requirements were figured ahead and indicated payments rising to over $6,000 in 1955, to nearly $8,000 in 1958, to over $8,000 in 1959, and to over $10,000 in 1961; and these figures must all be revised upward because of the 1952 modification.

On this basis either the amount set aside for pensions each year will have to be increased, or of necessity depletion of the accumulated fund will soon begin.

While the committee applauds the attention of the school administration to the retirement problem, and the systematic build-up of funds to implement its plan, it believes that this problem now needs re-examination.

The committee believes:

1. That a higher retirement allowance is desirable (1½% of average salary times the number of years of service is a more usual goal).

2. That it is desirable for the teacher to contribute to his pension, as a matter of self-respect and in order that he may have an equity in the accumulating fund. (The great majority of school and college retirement plans are contributory.)

3. That a system should be established which a) gives the teacher assurance of a known amount of pension at retirement, b) assures him also that a pension of some degree is certain whether or not he remains in the service of the school till retirement age is reached, c) gives him some pension rights if he transfers to another school or another type of occupation, and d) allows provision for a beneficiary.

4. That it is sounder policy for the school to use an outside agency for funding the plan, rather than to assume the sole responsibility for payments extending well into the future.

The task of establishing a sound retirement program is always complicated by the problem of taking care of past service for the older teachers; in this case the existence of a substantial fund, and the benefits from the government's Old Age and Survivors Insurance (OASI) are favorable factors. In determining the conditions for a plan, the school may of course set up any retirement age it chooses, and any safeguards it wishes by which the start of the plan for a teacher is delayed until he reaches a certain age, or has had a certain number of years on the faculty, or both; i.e. until he has become reasonably permanent on the staff. Allowing for establishment of such a beginning point in terms of age or years of service, an annual payment by the school of $6,000 would be more than adequate to cover a premium payment of 5% of the salaries of the teachers and others involved. (The total of salaries in administrative, office and teaching categories is about $120,000).

The committee suggests that after a determination of pension goals and principles, the Board draw on the experience of the Teachers' Insurance and Annuity Association (which is widely used by schools and colleges) for the process of ascertaining requirements and costs for the presently eligible persons, and the

that it is important to get started on this problem, for three reasons: first to insure that for the peace of mind of both faculty and school a workable and satisfactory plan is in operation as soon as possible; second (if the decision is for a contributory plan) to get some of the burden off the school's shoulders at an early date; and third so that the pension costs to the school can be made a part of the financial picture to be presented to friends of the school. Therefore:

Recommendation No. 4. That the Board of Trustees review the present pension arrangements with the aim of establishing a plan, preferably contributory, with the features outlined in this section II D.

E. Scholarships. Scholarships, or grants-in-aid, for the current year total $22,250, and have been awarded to 83 students, (or slightly over 20% of the enrolment) as follows:

Lower School -	day	35
	boarding	2
Upper School -	day	26
	boarding	20

Income from funds and special gifts, for scholarships and grants-in-aid, is estimated at $6,424 for the current year. Thus nearly $16,000 is taken from tuition and endowment income to cover these grants. The number and amount of the grants compares as follows with the *average* of a number of representative boys' boarding and day schools:

	MBS	61 Boys' Day Schools	73 Boys' Boarding Schools
Day Boys only % of Enrolment	18.3%	9.08%	
Boarding Boys only % of Enrolment	32.8%		17.3%
Percent of Budget	7.2%	5.6%	7.5%

The school will certainly wish to continue to help the sons of Friends, and to provide scholarships so that its student body may be kept reasonably diversified, but the above figures suggest the possibility of economies in this area.

Recommendation No. 5. That the Board of Trustees examine the scholarship policies and practices of the school.

F. Boarding Department. Moses Brown School, once altogether a boarding school, now has an enrolment in which only about one sixth of its students are boarders. Furthermore the average number of boarders for the five years 1944-45 to 1948-49 was 86; for the five years ending 1953-54 it was 69. These figures inevitably suggest some consideration of the place of the boarding department.

The committee takes no position on this subject, recognizing that the factors involved are mostly out of its province. Whether the boarding department pays its way is a question involving a complicated analysis of operating figures. Allowing for the fact that 10% of the total tuition due from boarding students in 1953-54 was rebated in special allowances, the school made good as income only

about $1,350 per student. The continuation of the department complicates the faculty problem by requiring either a fixed number of bachelors on the staff or the provision of quarters for married men in the building for dormitory supervision. On the other hand, the existence of the department makes it possible for the school to house and feed a large number of teachers and other staff, thus reducing the total of cash salaries below what it would otherwise have to be. (The school houses and provides meals for a total of 43 single persons and three married couples, divided as follows: upper school teachers, 9 single men and three couples; lower school teachers, 6; nurses, secretaries, dietitian and house manager, 6; kitchen help, 15; dormitory help 7.) All these factors, together with the tradition of the school and the attitudes of alumni and parents of both boarding and day departments, will doubtless be in the minds of the Trustees while examining this question.

The committee does have one specific recommendation in connection with the boarding department, and that is:

Recommendation No. 6. That the lower school boarding department be eliminated.

The number in "Belmont" averaged 15 during the five years from 1944-45 to 1948-49; for the last five years ending 1953-54 the average number has been 7. Maintaining a group of boarders at this age level brings problems of supervision and guidance which are somewhat special, and which are perhaps best handled (if the boys have to be in boarding school) by schools which specialize in this area, and have a larger number of boys. The only advantage that the committee heard claimed for this department at Moses Brown, outside of the service to the limited number of parents involved, is that the one or two boys coming up each year into the upper school boarding department furnish a nucleus which helps build the enrolment there. The committee doubts that this consideration outweighs the arguments on the other side.

In addition, these seven boys, with housemother and proctor occupy space which could be used for a larger number of older boys, and the committee will make a suggestion for the use of this space which in its opinion will help solve one of the most pressing space problems of the school. (See below III C 1)

G. Annual Giving. The committee wishes to call the attention of the Board of Trustees to the advisability of establishing an annual giving program for parents and alumni. Through such programs independent schools in increasing numbers are getting help from alumni, or from alumni and parents, in meeting their more pressing financial problems. For example, one boys' day school with about 1300 alumni received nearly $6,000 from alumni alone in 1952-53; another received $10,000 from 500 alumni out of 1250, in gifts averaging $20.00; still a third received over $20,000 in gifts, again from alumni alone, from 40% of an alumni body of around 2500.

Not all schools which have annual giving programs include parents as well as alumni in their appeal. It is the experience of two members of the committee, however, that parents, since they have an interest in the school which is even more immediate than that of most alumni, can play a very important part in swelling the total of annual funds.

A large total of gifts is not to be expected in the first year of a program; it may however be expected from a persistent effort over a period of years, accompanied by an information program through which the school keeps its graduates and friends up to date on all school developments, including its financial situation and needs.

The Moses Brown School has for years sent out news bulletins to its alumni (now numbering 2,000), and to its other friends; and in view of the established interest of parents and alumni in the school there is every reason to believe that both these groups will respond to a well-planned appeal for annual gifts.

The possibility of such a program is in the minds of the officers of the new Alumni Association, but the thought has been expressed that if a capital fund program is imminent the start should be delayed till after that is over. The committee is not convinced that this is necessarily so, as it might be a year or more before the larger appeal is ready; a start may well be made before the capital program is launched, without damage and conceivably with benefit to it. The decision must of course be made by the Board with the advice of the leaders of the parent and alumni groups; the survey committee urges careful consideration of an immediate start, unless a capital funds campaign is to begin within a year. The committee would only suggest that the appeal be based on some specific objective (to help with scholarships, or pensions, or for some small improvement, for instance) and be kept distinct from any objective which may be in the capital fund campaign.

Recommendation No. 7. That the Board of Trustees, in cooperation with the officers of the Alumni Association and of the Parents' Council, consider the starting of an annual giving program for alumni and parents, the timing and the appeal to be decided with relation to the probable timing and objectives of a campaign for capital gifts.

III. SCHOOL PLANT

A. Needs. The committee lists, without at this point attempting any sorting in order either of relative need or of cost, a number of suggestions for physical improvements; most of them were mentioned by at least one of the persons or groups interviewed, but none has been included which has not been checked in one way or another by the committee or by one of its members. It is not claimed that the list is complete. For convenience the items have been classified as "academic", "recreational", "boarding department", and "miscellaneous"; but the distinctions are not always sharp, and the committee wants always to emphasize that all parts of a school's program must be looked on as contributing to an integral whole.

Academic

Library
Classrooms for upper school
" " intermediate school
" " lower school
Better laboratory facilities for science teaching.
Visual aids room

Miscellaneous

Office for senior master

Lounge or sitting room for lower school faculty

Acoustical treatment of study hall

Better lighting on both floors of studio

Recreational

New gymnasium or field house
Additional playing fields
Additional all-weather tennis courts
Improved swimming pool and locker facilities
Publications room, or activities room for student activities
Recreation rooms for upper and lower school

Boarding Department

Sitting room or lounge for boarding students, perhaps one in each corridor.
Improved accommodations for teachers attached to dormitories
Improved bathroom facilities for dormitories
More apartments for married masters.

Miscellaneous

Attention to lighting, floors, etc. in main building

Better arrangements for lower school in case of fire

Fire proofing of stair-wells

Improved kitchen & dish-washing facilities

Powder room for Middle House

Improved hot water system

More drinking fountains

Better quarters for male help (kitchen, etc.)

Obviously this is a highly varied list, and while the committee would agree that everything on it is desirable in some degree, it would not suggest that everything needs attention immediately. Many things on the list, such as improved lighting, more drinking fountains, fire protection, dormitory bathroom facilities, etc., come under the head of almost-routine maintenance and improvement, and the committee believes that a five year plan for spending $10,000 a year would take care of most of the items of this type.

Recommendation No. 8. That a five-year program of special maintenance and improvement be planned and put promptly into operation.

The committee will not comment further on these items in the list, but directs attention now to the areas where some urgency is considered to exist, and where the solution either might or certainly would require substantial funds. These are: classrooms, laboratories, library, swimming pool, quarters for masters living in the building, gymnasium or field house, playing fields. Before going on to comment on them, the committee wishes to set forth one or two general considerations.

In the first place, all of these shortages in one way or another handicap the school in its total program; all of them will require capital funds of some size to remedy; all of them should be covered in a long range plan for the next era of the school's history. Whatever may become of the specific recommendations of this report, the committee urges the Board of Trustees to set up a planning committee, with some funds and an accurate plot plan to work with. The planning committee would have as its mission to agree on the needs of the school, get professional advice on the changes in the use of the land and the best location of new buildings, and lay out a long-range plan. Once the plan is agreed on by the Board, all changes and additions should conform to it.

Recommendation No. 9. That the Board of Trustees appoint a planning committee to establish the present and future needs of the school, and to make a long-range plan for the development of land and buildings.

The survey committee agrees with the opinion it heard expressed that in some measure the shortages or inadequacies in the plant may handicap the school in getting students (particularly boarding students) and may be a factor in the decision of some day students to leave Moses Brown for boarding schools.

As to the first point, however, it is the committee's feeling that a school such as Moses Brown must compete with other boarding schools on the basis of other attractions than the elaborateness and modernity of its plant. As to the second, there are many factors other than quality of plant which lead to boys' being withdrawn to go to a boarding school. Some of these factors are beyond the control of the day school, but the number of boys leaving is a rough index of attitudes toward the school, and the school administration must always be watchful and active to keep it as small as possible. A school which wilts away at the top, or whose upper classes have a large proportion of new boys, tends to suffer in morale and student leadership and sometimes in other respects as well.

In general terms then, the committee suggests to the Trustees that as they develop their program for improving the school's facilities, they need not seek in their new construction what was described by one person as "glamour". The principal thing is to have a total physical plant which makes possible a first-class total program.

B. Discussion. Classrooms. The upper school has ten classrooms and two laboratories; two of the rooms are very small. The situation is manageable with this number, though a few more would be helpful. The intermediate school has five rooms for three grades (5th, 6th and 7th) and this is hardly adequate. In addition their arrangement makes for awkward interruptions of classwork. The lower school has six rooms for the kindergarten and grades 1, 2, 3 and 4. Ideally there should be more, so that there could be at least three rooms for each two classes; in addition, locker space, hall space, and extra space for work with individuals are in short supply.

Laboratories. Moses Brown has an extensive science program in the upper school. All the 2nd Form take general science, nearly all the 3rd Form take biology, a high proportion of the 4th Form takes chemistry, and more than half of the 5th Form take physics. For such a program the teaching facilities are far from satisfactory, and it is to the credit of the science department that the work done appears to be good, and that enrolments in the courses continue high even though only one laboratory science (biology, chemistry or physics) is required. Double laboratory periods are an essential, and the fact that only a half-dozen or so students can do laboratory work in biology at the same time makes for a heavy burden on the teacher and reduces the efficiency of the teaching. The same is true to a lesser degree of the single laboratory which must accommodate both chemistry and physics laboratory work.

Satisfactory conditions for teaching science seem to the committee to require: 1) separate laboratories and demonstration desks for each laboratory science; 2) equipment for 12 or 16 students to work in the laboratory at the same time; 3) opportunity for demonstration work in general science; 4) good storage space for apparatus and demonstration equipment, located next to the laboratory but not in it, so that one teacher can be preparing his class work even though another class is at work; 5) grouping of the science rooms in one wing or building.

library, which of course is one of the school administration's chief concerns. In a modern school, the library should be centrally located; it should be equipped and stocked for reference work, for serious reading in connection with school work, and for "recreational" reading; it should have racks of current newspapers and magazines; it should be accessible (preferably under supervision) to all students at all times in the school day, and at other times for boarding students; it should be possible for boys to work there (under proper regulations) instead of in the study hall. The teachers should be able to use its resources, in cooperation with the librarian, for backing and variety in their teaching, and for enlargement of student horizons. The students, by the time they are in the upper classes, should use the library as naturally and readily as they use the gymnasium.

Hardly any of these conditions are fulfilled at Moses Brown. The library is isolated, its facilities are slight, and because it can be supervised only on a part-time basis, its use is very limited. It is open two evenings a week for the boarding students, and on one day a week, by arrangement, English classes may be taken there for their class period. Under these conditions it cannot be hoped that the library can come near to fulfilling its normal function in the school.

Swimming Pool. The limitations of the swimming pool are severe. It is too short for more than a few strokes to be taken, it is too narrow for more than two boys to swim side by side, and spring-board diving is not possible. It is surprising that interest in swimming can be maintained, and a swimming team developed, under these limitations.

Living quarters for masters in charge of dormitories. The committee heard testimony to the effect that the school has lost masters whom it would like to have engaged (or to have retained) because the quarters provided for single men have so little appeal. One room to live and sleep in, and the sharing of bathroom facilities with the boys, is not an attractive situation. In addition, a master who is anxious to establish a helpful relationship with his boys needs an adjoining sitting room where the boys can come, informally, listen to records or the radio, and so on.

There is still another angle to this matter of dormitory supervision. In these days when men marry young and have two years of service to put in before starting teaching, it is hard to find good men who are unmarried, or who if unmarried are likely to remain so very long. Under these circumstances the problem of keeping 6 or 8 single men constantly on the staff is a serious one. From time to time the school may have to engage a man whose chief qualification is that he is single, or lose a promising man because he wants to get married.

In the light of these facts, and because in addition there is much to be said for an arrangement which puts boarding students in some contact with family life, the school may well consider providing at least one apartment for a married couple in each dormitory. Whether or not this is done, it is safe to say that (as long as the boarding department is maintained) the problem of living facilities for the single men will become increasingly important and difficult.

Gymnasium or Field House. There is obviously a shortage of indoor space for athletics and other recreational activities. The Hawes Gymnasium, built over 50 years ago, and the lower school gymnasium are inadequate to provide exercise space for a school of the size of Moses Brown. Basketball, swimming and wrestling all go on under considerable handicaps, and special arrangements have to be made to provide time in which the younger boys can be given supervised recreation, and a chance to start learning the games that the older boys play. (The committee cannot

by which lower school athletic activities are supervised by a series of untrained college undergraduates.) The school could certainly use a large increase in indoor athletic and recreational facilities, either of the field house type (with large dirt floor) or of the gymnasium type, with space for two basketball games to go on at once; a separate wrestling room, etc.; and a regulation size swimming pool.

Outdoor play space. Additional playing fields would also be useful, partly to provide more outdoor space for the lower school, partly to eliminate the awkward overlap of running track and varsity baseball field. More all-weather tennis courts are also needed.

C. Priorities and Solutions. 1. The committee places the highest priority, among the needed changes, on the improvement of library and laboratories. Indoor and outdoor athletic facilities, and classroom and lower school improvements, come next, in a lower order of priority. Recreation rooms (in the building) for older and younger students are desirable, but are still lower in urgency.

Between the library and the laboratories, if a choice had to be made, the committee would put the library first, since laboratories do exist and science teaching is going on, while the library facilities, for physical, not personal reasons, are almost non-existent.

Various solutions to the library problem have been suggested, most of them involving new construction. The committee prefers one which was not among the suggestions, but which to outsiders appears feasible. It also appears preferable because not only can it be done without new construction but it carries with it relief to the laboratory handicaps as well.

It depends on action on Recommendation No. 6 for the discontinuance of the lower school boarding departments. The accompanying steps are:

1. Create a library out of classrooms 1, 2, & 3, next to the study hall;

2. Move the boys in Dorm IV A into "Belmont" (or re-shuffle so as to empty IV A in some other way);

3. Use the space thus vacated for chemistry and physics laboratories and two additional classrooms;

4. Take the present biology laboratory, the classroom opposite and the hallway between and make an adequate biology laboratory.

5. Take the present chemistry laboratory and make three classrooms out of it (Temporary partitions.)

This rearrangement seems good to the committee because it places the library where it ought to be, as near as possible to its chief users, and because it finds more adequate space for the science laboratories, all without any loss of classrooms,* and without waiting for funds to be available for new construction. The Improvement Fund and the Library Fund, (see II B) for example, should carry a large part of the cost of these alterations.

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*In fact there would be a gain from 10 classrooms and 2 laboratories to 11 classrooms and 3 laboratories.

place the library where the intermediate grades now are, the laboratories in the three classrooms on the second floor of the primary school, (which in fact would be a good location for them) and the primary and intermediate grades in new classrooms to be built elsewhere. The committee recognizes the merit in this idea but, as suggested earlier, feels that this involves delay while waiting for new quarters for the lower grades; also it removes the library from the upper school boys, whose access to it should be made as easy as possible, by making it necessary for them to go through the administration area. Therefore:

Recommendation No. 10. That in establishing priorities for correcting present physical handicaps, first place be given by the Board of Trustees to improvement in library and laboratory facilities.

Recommendation No. 11. That this improvement be effected as a matter of urgency and without waiting for new construction or for fund-raising, along the general lines described in Section III, C, 1.

2. Primary and intermediate schools. The next question is that of space and facilities for the grades below the 8th. There are attractions to the idea of building a classroom wing running north at the east end of the main building, (on the same line as Alumni Hall) which would architecturally balance the existing wing running north from the west end of the main building (just off the study hall). But there are problems of access (for arrival and departure), of lack of sunlight, of interference with the studio, etc., which make it less attractive to the committee than at first thought.

The committee believes that on the whole it would be best to provide new quarters for the lower school away from the main building. The best location would need to be studied in relation to the long range plan, but it appears possible so to place a new building that it can have its own arrival-and-departure arrangements, and still have access to whatever general facilities of the school it needs to use. It would be logical to include in it the kindergarten and first six grades. This would, it is true, break up the present arrangement which classifies the grades as primary (1 - 3) intermediate (4 - 7) and upper (8 - 12) but the committee does not understand that there is anything sacred about this arrangement, and indeed one intermediate grade is now in the same quarters with the primary grades.

With a new building for the first six grades, the seventh grade would become part of the upper school, with its home room in the present primary building; and the other rooms in the primary building would make a welcome addition to the classroom facilities of the upper school.

The space now used by intermediate grades II to IV would become available for other uses. It could be developed, for example, as recreation space for the upper school, and especially for the upper school boarders. In the minds of the committee, recreation space is not a top priority need, but it would help in the life and routine of the school and should be included in the long-range planning.

Recommendation No. 12. That a new and separate building for the lower school, to take care of the kindergarten and grades 1 - 6, be built, in a location selected in accordance with the long-range plan.

under the control of the same committee of New England Yearly Meeting of Friends, is considering the possibility of building new quarters for its lower school. In these circumstances the survey committee can see many advantages in merging the two lower schools in a new building designed for the combined groups. Several parents, incidentally, expressed themselves warmly in favor of this idea. It is in keeping with the current practice of many Friends Schools; from a financial point of view, it should enable both schools to meet this part of their problems more economically than they could do separately; and the overhead and running expenses of a combined lower school should be lower than the total of two separate schools.

Recommendation No. 13. That together with the Board of Trustees of the Lincoln School, the Moses Brown School Trustees give serious study to the possibility of merging the two lower schools.

4. Athletic Facilities. Indoors. The school unquestionably needs more space and better facilities than it now has. The committee has no strong convictions as to the extent or the exact nature of the improvements to be recommended. It is in some doubt, for instance, about the advisability of trying to include an up-to-date swimming pool; the doubt may well arise from a realization of the heavy cost. Since 30 - 35 boys go out for the swimming team in spite of the great disadvantages under which it labors, maybe a new pool is a "must". But if winter track, basketball and wrestling are well provided for, a fourth major sport may be a luxury, and it would therefore seem wise to plan for the pool as a possible later addition to a new exercise building, rather than an integral part of it.

The aim must be to have ample space and proper facilities for exercise for all the boys (including the younger ones) every day, and if within the limits of the long-range plan the present gymnasium can be kept, (to provide part of that space) so much the better.

Outdoors. The same general comments apply, except that, as it appears to the committee, the shortages in outdoor facilities are less conspicuous and less of a handicap to the program.

With these few comments, the committee can on this large subject make recommendations only in obvious and general terms:

Recommendation No. 14. That the Board of Trustees plan to correct as soon as possible the inadequacies of space and facilities for indoor and outdoor athletics.

IV. CONCLUSION

Taken all together, these findings of needs and recommendations for action point to a total program which is undoubtedly ambitious. A new gymnasium or field house might cost from $150,000 to $500,000, depending on how much is to be included; a new lower school, or the Moses Brown share of a combined coeducational lower school, might cost $100,000 to $200,000. Other suggested alterations and improvements will swell the total, and then there are the additional problems of faculty salaries, pension plan, and probably increased maintenance costs resulting from the additions and alterations.

several points. In the first place the program can be carried out piecemeal; it is not a question of "all or nothing". In the second place there is evidence of good will among parents, alumni, and the community, and of readiness to respond whenever the school makes its situation understood and asks its friends for help to meet its needs. In the third place, the committee, as it assessed the attitudes of the various groups, was convinced that the school has gone a long time without grappling with the problem of plant improvement, and that there will be real enthusiasm and heightened morale whenever a bold and forward-looking program is announced.

The committee is in agreement, therefore, that the school needs to improve its plant, and make certain other provisions for the future, in order to be capable of maximum service during the next generation; and it is united in the recommendations which are set forth in the body of the report and which are now brought together here.

Recommendation No. 1. That the Board of Trustees adopt and implement as soon and as thoroughly as possible, a continuing program for informing parents, alumni, and the community about the financial structure and operations of the school.

Recommendation No. 2. That the Board of Trustees keep the salary scale of the upper school under constant review, with particular attention at this time to the conditions of salary, etc., which can be offered to the younger teachers.

Recommendation No. 3. That the Board of Trustees consider ways and means of increasing the lower school salaries with a view to making their level closer to that of upper school salaries, and to the salary levels of other independent elementary schools.

Recommendation No. 4. That the Board of Trustees review the present pension arrangements with the aim of establishing a plan, preferably contributory, with the features outlined in Section II D.

Recommendation No. 5. That the Board of Trustees examine the scholarship policies and practices of the school.

Recommendation No. 6. That the lower school boarding department be eliminated.

Recommendation No. 7. That the Board of Trustees, in cooperation with the officers of the Alumni Association and of the Parents Council, consider the starting of an annual giving program for alumni and parents, the timing and the appeal to be decided with relation to the probable timing and objectives of a campaign for capital gifts.

Recommendation No. 8. That a five-year program of special maintenance and improvement be planned and put promptly into operation.

Recommendation No. 9. That the Board of Trustees appoint a planning committee to establish the present and future needs of the school, and to make a long-range plan for the development of land and buildings.

Recommendation No. 10. That in establishing priorities for correcting present physical handicaps, first place be given by the Board of Trustees to improvement in library and laboratory facilities.

Recommendation No. 11. That this improvement be effected as a matter of urgency and without waiting for new construction or for fund-raising, along the general lines described in Section III, C. 1.

Recommendation No. 12. That a new and separate building for the lower school, to take care of the kindergarten and grades 1 - 6, be built, in a location selected in accordance with the long-range plan.

Recommendation No. 13. That together with the Board of Trustees of the Lincoln School, the Moses Brown School Trustees give serious study to the possibility of merging the two lower schools.

Recommendation No. 14. That the Board of Trustees plan to correct as soon as possible the inadequacies of space and facilities for indoor and outdoor athletics.

While the committee is unanimous in making these recommendations, it is united also in wishing it understood that they are not offered as "final answers". A committee which is introduced to the school at the beginning of the week and departs at the end of the same week is not likely to produce the definitive blueprint for the future. It is the hope of the committee that this report will be a helpful basis for planning not only by the Board of Trustees, but also by other groups which have the school's interests at heart.

In conclusion the committee wishes to emphasize again its appreciation of the friendly interest and helpfulness of all the groups and individuals with whom it conferred, and to express its good wishes and high expectations for the future of the school.

Respectfully submitted,

Wilmot R. Jones

Francis Parkman (Chairman)

Charles C. Tillinghast

~~(Substitute)~~

SALARY COMPARISONS

Upper School

	MBS Cash Only (See Note 1)	MBS Perquisites Added (See Note 1)	Median of 63 Boys' Day Schools	Median of 71 Boys' Bdg. Schools (Cash only)
Highest Salary	$4,800	$5,700	$4,900	$4,600
Median Salary	3,750	4,575	3,800	3,300
Lowest Salary	1,800	2,800	2,800	2,200

Lower School*

	MBS Cash only (See Note 1)	MBS Perquisites Added (See Note 1)	Median of 14 Boys' Day Schools - elementary
Highest Salary	$2,600	$3,400	$4,500
Median Salary	1,900	2,500	3,500
Lowest Salary	1,300	1,300	2,800

*Head of lower school and part-time teachers omitted.

Note 1: The addition of the value of perquisites (see Page 3) to the cash salaries results in a different order of individuals from highest to lowest. For example, the person with the highest cash salary in the upper school is not the same person as the one with the highest "cash plus perquisities" salary.